touch PRO2

User Manual

htc
smart mobility

www.htc.com

Please Read Before Proceeding

THE BATTERY IS NOT CHARGED WHEN YOU TAKE IT OUT OF THE BOX.

DO NOT REMOVE THE BATTERY PACK WHEN THE DEVICE IS CHARGING.

YOUR WARRANTY IS INVALIDATED IF YOU DISASSEMBLE OR ATTEMPT TO DISASSEMBLE THE DEVICE.

PRIVACY RESTRICTIONS

Some countries require full disclosure of recorded telephone conversations, and stipulate that you must inform the person with whom you are speaking that the conversation is being recorded. Always obey the relevant laws and regulations of your country when using the recording feature of your PDA Phone.

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Location Based Services (LBS)

Your wireless device can determine its (and your) physical, geographical location ("Location Information"). Certain software applications are capable of accessing, collecting and using Location Information and disclosing the information to the application provider and other people. You should use caution and discretion when determining whether or not Location Information should be made available to them. To limit potential unauthorized access to your Location Information, Verizon Wireless devices are preset to "911 ONLY" which will only allow authorized emergency response personnel to locate you if you dial 9-1-1 from your wireless device.

By changing the setting on the device to "LOCATION ON" you are enabling third party access to Location Information through software, widgets or peripheral components you choose to download, add or attach to your wireless device. Verizon Wireless encourages you to check your wireless device periodically and only use software, widgets and peripheral components that are obtained from reliable sources. When you use your mobile browser or other services and applications, you authorize Verizon Wireless to collect, use and disclose your Location Information as appropriate to provide you with any location services that you enabled.

Verizon Wireless does not retain Location Information longer than necessary to provide the services to you. We will not knowingly disclose your Location Information to third parties without your consent. You should carefully review the privacy policies of application providers and third parties who you allow access to your Location Information, and you should know that significant risks can be associated with disclosing your Location Information to others.

Note For information on the Location Setting, see "CDMA Services" in Chapter 2.

Important Health Information and Safety Precautions

When using this product, the safety precautions below must be taken to avoid possible legal liabilities and damages.

Retain and follow all product safety and operating instructions. Observe all warnings in the operating instructions on the product.

To reduce the risk of bodily injury, electric shock, fire, and damage to the equipment, observe the following precautions.

ELECTRICAL SAFETY

This product is intended for use when supplied with power from the designated battery or power supply unit. Other usage may be dangerous and will invalidate any approval given to this product.

SAFETY PRECAUTIONS FOR PROPER GROUNDING INSTALLATION

CAUTION: Connecting to an improperly grounded equipment can result in an electric shock to your device.

This product equipped with a USB Cable for connecting with desktop or notebook computer. Be sure your computer is properly grounded (earthed) before connecting this product to the computer. The power supply cord of a desktop or notebook computer has an equipment-grounding conductor and a grounding plug. The plug must be plugged into an appropriate outlet which is properly installed and grounded in accordance with all local codes and ordinances.

SAFETY PRECAUTIONS FOR POWER SUPPLY UNIT

- **Use the correct external power source**

  A product should be operated only from the type of power source indicated on the electrical ratings label. If you are not sure of the type of power source required, consult your authorized service provider or local power company. For a product that operates from battery power or other sources, refer to the operating instructions that are included with the product.

- **Handle battery packs carefully**

  This product contains a Li-ion battery. There is a risk of fire and burns if the battery pack is handled improperly. Do not attempt to open or service the battery pack. Do not disassemble, crush, puncture, short external contacts or circuits, dispose of in fire or water, or expose a battery pack to temperatures higher than 60˚C (140˚F).

  WARNING: Danger of explosion if battery is incorrectly replaced. To reduce risk of fire or burns, do not disassemble, crush, puncture, short external contacts, expose to temperature above 60˚C (140˚F), or dispose of in fire or water. Replace only with specified batteries. Recycle or dispose of used batteries according to the local regulations or reference guide supplied with your product.

- **Take extra precautions**
  - Keep the battery or device dry and away from water or any liquid as it may cause a short circuit.
  - Keep metal objects away so they don't come in contact with the battery or its connectors as it may lead to short circuit during operation.
  - The phone should be only connected to products that bear the USB-IF logo or have completed the USB-IF compliance program.
  - Do not use a battery that appears damaged, deformed, or discolored, or the one that has any rust on its casing, overheats, or emits a foul odor.
  - Always keep the battery out of the reach of babies and small children, to avoid swallowing of the battery. Consult the doctor immediately if the battery is swallowed.
  - Only use the battery with a charging system that has been qualified with the system per this standard, IEEE-Std-1725-2006. Use of an unqualified battery or charger may present a risk of fire, explosion, leakage or other hazard.

- Replace the battery only with another battery that has been qualified with the system per this standard, IEEE-Std-1725-2006. Use of an unqualified battery may present a risk of fire, explosion, leakage or other hazard.
- Avoid dropping the phone or battery. If the phone or battery is dropped, especially on a hard surface, and the user suspects damage, take it to a service centre for inspection.
- If the battery leaks:
  - Do not allow the leaking fluid to come in contact with skin or clothing. If already in contact, flush the affected area immediately with clean water and seek medical advice.
  - Do not allow the leaking fluid to come in contact with eyes. If already in contact, DO NOT rub; rinse with clean water immediately and seek medical advice.
  - Take extra precautions to keep a leaking battery away from fire as there is a danger of ignition or explosion.

SAFETY PRECAUTIONS FOR DIRECT SUNLIGHT

Keep this product away from excessive moisture and extreme temperatures. Do not leave the product or its battery inside a vehicle or in places where the temperature may exceed 60˚C (140˚F), such as on a car dashboard, window sill, or behind a glass that is exposed to direct sunlight or strong ultraviolet light for extended periods of time. This may damage the product, overheat the battery, or pose a risk to the vehicle.

PREVENTION OF HEARING LOSS

CAUTION: Permanent hearing loss may occur if earphones or headphones are used at high volume for prolonged periods of time.

SAFETY IN AIRCRAFT

Due to the possible interference caused by this product to an aircraft's navigation system and its communications network, using this device's phone function on board an airplane is against the law in most countries. If you want to use this device when on board an aircraft, remember to turn off your phone by switching to Airplane Mode.

ENVIRONMENT RESTRICTIONS

Do not use this product in gas stations, fuel depots, chemical plants or where blasting operations are in progress, or in potentially explosive atmospheres such as fuelling areas, fuel storehouses, below deck on boats, chemical plants, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders. Please be aware that sparks in such areas could cause an explosion or fire resulting in bodily injury or even death.

EXPLOSIVE ATMOSPHERES

When in any area with a potentially explosive atmosphere or where flammable materials exist, the product should be turned off and the user should obey all signs and instructions. Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death. Users are advised not to use the equipment at refueling points such as service or gas stations, and are reminded of the need to observe restrictions on the use of radio equipment in fuel depots, chemical plants, or where blasting operations are in progress. Areas with a potentially explosive atmosphere are often, but not always, clearly marked. These include fueling areas, below deck on boats, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders.

ROAD SAFETY

Vehicle drivers in motion are not permitted to use telephony services with handheld devices, except in the case of emergency. In some countries, using hands-free devices as an alternative is allowed.

SAFETY PRECAUTIONS FOR RF EXPOSURE

- Avoid using your phone near metal structures (for example, the steel frame of a building).
- Avoid using your phone near strong electromagnetic sources, such as microwave ovens, sound speakers, TV and radio.
- Use only original manufacturer-approved accessories, or accessories that do not contain any metal.
- Use of non-original manufacturer-approved accessories may violate your local RF exposure guidelines and should be avoided.

INTERFERENCE WITH MEDICAL EQUIPMENT FUNCTIONS

This product may cause medical equipment to malfunction. The use of this device is forbidden in most hospitals and medical clinics.

If you use any other personal medical device, consult the manufacturer of your device to determine if they are adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

Turn your phone OFF in health care facilities when any regulations posted in these areas instruct you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

HEARING AIDS

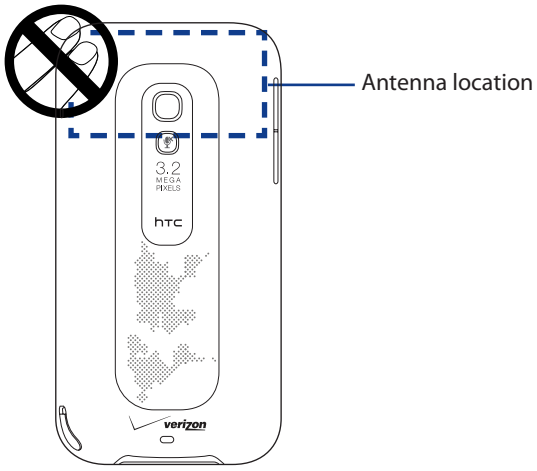
Some digital wireless phones may interfere with some hearing aids. In the event of such interference, you may want to consult your service provider, or call the customer service line to discuss alternatives.

NONIONIZING RADIATION

Your device has an internal antenna. This product should be operated in its normal-use position to ensure the radiative performance and safety of the interference. As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

Use only the supplied integral antenna. Use of unauthorized or modified antennas may impair call quality and damage the phone, causing loss of performance and SAR levels exceeding the recommended limits as well as result in non-compliance with local regulatory requirements in your country.

To assure optimal phone performance and ensure human exposure to RF energy is within the guidelines set forth in the relevant standards, always use your device only in its normal-use position. Contact with the antenna area may impair call quality and cause your device to operate at a higher power level than needed. Avoiding contact with the antenna area when the phone is IN USE optimizes the antenna performance and the battery life.



General Precautions

- **Avoid applying excessive pressure to the device**
  Do not apply excessive pressure on the screen and the device to prevent damaging them and remove the device from your pants' pocket before sitting down. It is also recommended that you store the device in a protective case and only use the device stylus or your finger when interacting with the touch screen. Cracked display screens due to improper handling are not covered by the warranty.
- **Device getting warm after prolonged use**
  When using your device for prolonged periods of time, such as when you're talking on the phone, charging the battery or browsing the web, the device may become warm. In most cases, this condition is normal and therefore should not be interpreted as a problem with the device.
- **Heed service markings**
  Except as explained elsewhere in the Operating or Service documentation, do not service any product yourself. Service needed on components inside the device should be done by an authorized service technician or provider.
- **Damage requiring service**
  Unplug the product from the electrical outlet and refer servicing to an authorized service technician or provider under the following conditions:
  - Liquid has been spilled or an object has fallen onto the product.
  - The product has been exposed to rain or water.
  - The product has been dropped or damaged.
  - There are noticeable signs of overheating.
  - The product does not operate normally when you follow the operating instructions.
- **Avoid hot areas**
  The product should be placed away from heat sources such as radiators, heat registers, stoves, or other products (including amplifiers) that produce heat.
- **Avoid wet areas**
  Never use the product in a wet location.
- **Avoid using your device after a dramatic change in temperature**
  When you move your device between environments with very different temperature and/or humidity ranges, condensation may form on or within the device. To avoid damaging the device, allow sufficient time for the moisture to evaporate before using the device.

  NOTICE: When taking the device from low-temperature conditions into a warmer environment or from high-temperature conditions into a cooler environment, allow the device to acclimate to room temperature before turning on power.

  Avoid pushing objects into product
  Never push objects of any kind into cabinet slots or other openings in the product. Slots and openings are provided for ventilation. These openings must not be blocked or covered.
- **Mounting accessories**
  Do not use the product on an unstable table, cart, stand, tripod, or bracket. Any mounting of the product should follow the manufacturer's instructions, and should use a mounting accessory recommended by the manufacturer.
- **Avoid unstable mounting**
  Do not place the product with an unstable base.
- **Use product with approved equipment**
  This product should be used only with personal computers and options identified as suitable for use with your equipment.
- **Adjust the volume**
  Turn down the volume before using headphones or other audio devices.
- **Cleaning**
  Unplug the product from the wall outlet before cleaning. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning, but NEVER use water to clean the LCD screen.

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Chapter 1
Getting Started

1.1 About Your HTC Touch Pro2

Have you ever traveled to another country or outside your network carrier service area only to find that you have to purchase or lease another cell phone? After all, when traveling, you still want to keep in touch with friends and family back home.

Your HTC Touch Pro2 Global Phone covers all the bases by incorporating a SIM slot into its CDMA architecture. Now when you travel outside the range of the Verizon CDMA coverage area or roam internationally, you can use the pre-installed GSM SIM card to access wireless services to make calls, send e-mail messages, browse the Internet and more using GSM network technology. Don't worry—you're connected!

Note For more information on using the Gobal Phone service, visit http://b2b.vzw.com/international/Global_Phone/index.html..

Inside the box

The product package includes:

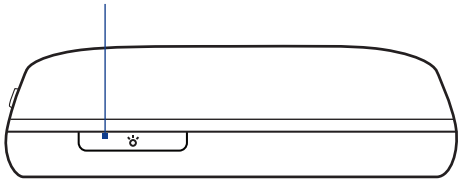
- HTC Touch Pro2 Smartphone
- Standard Lithium Ion Battery
- AC Charger
- Mini USB Sync / Charging Cable
- Read First Poster
- Quick Reference Guide
- Home Screen Guide
- Getting Started CD (includes User Guide)
- VZ Access Manager CD
- Spare Stylus
- SIM Card (pre-installed)
- Global Support Kit
- International Plug Adapters

1.2 Getting to Know Your Touch Phone

Top panel

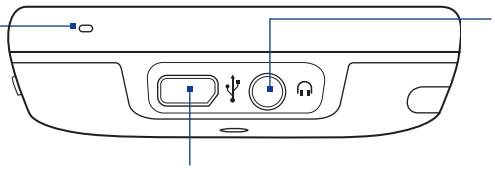
SLEEP

When the phone is on, press to switch the display off and on.



Bottom panel

Microphone



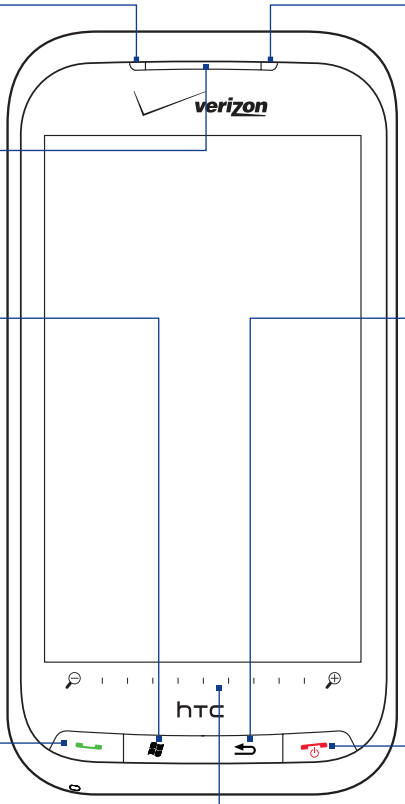
3.5 mm Headset Jack

Connect a stereo headset with a 3.5 mm jack for hands-free conversation or for listening to audio media.

Sync Connector/Earphone Jack/TV Out

- Connect one end of the USB cable and then plug the other end to your computer to synchronize information.
- Connect one end of the USB cable and then plug the other end the power adapter to recharge the battery.
- Connect an HTC composite video/audio cable (purchased separately) to output the device display and audio to an external viewing and sound device.

Front panel



Notification LED*
See description below.

Light Sensor
Senses the ambient light and adjusts the screen backlight accordingly.

Earpiece
Listen to a phone call from here.

START
Press to open or close the Start screen. See "Start Screen" in this chapter for details.

BACK
Press to return to the previous screen.

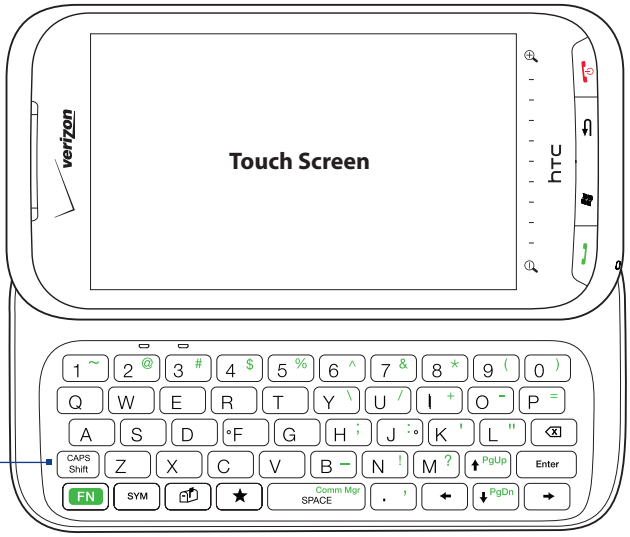
TALK/SEND
- Press to answer an incoming call or dial a number.
- During a call, press and hold to turn the speakerphone on and off.
- Press and hold to access Voice Command. See "Voice Command" in Chapter 12 for details.
- While viewing a text or e-mail message, press to call the sender of the message.

END/POWER
- Press to end a call or return to the Home tab.
- Press and hold for about 3 seconds to turn the power on and off. For more information, see "Starting Up" in this chapter.

Zoom Bar
See "Using the Zoom bar" later in this chapter for details.

* The Notification LED shows a:
- Flashing green light when there are new SMS, MMS, or e-mail messages, missed calls, or reminders.
- Solid green light when the device is connected to the power adapter or a computer and the battery is fully charged.
- Solid amber light when the battery is being charged.
- Flashing amber light when the remaining battery level reaches below 10%.

Hardware keyboard

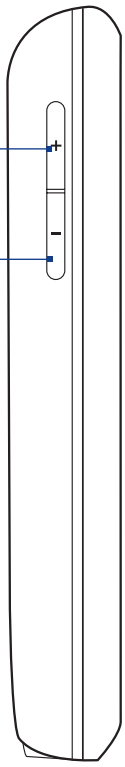


QWERTY Keyboard
Slide open the touch screen panel to reveal the keyboard. See Chapter 4 for details.

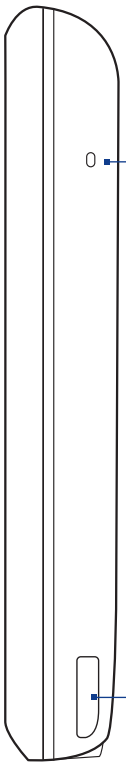
Left panel

VOLUME UP
During a call or when playing music, press this button to increase the volume.

VOLUME DOWN
During a call or when playing music, press this button to lower the volume.



Right panel

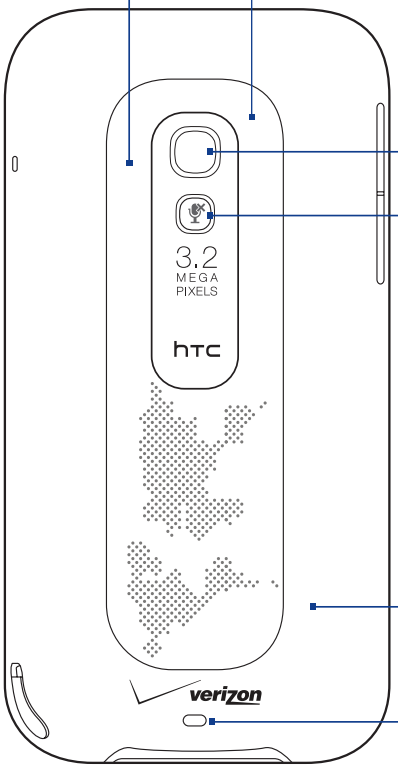


Conference Mode Microphone
This microphone is enabled when making conference calls. For more information about making conference calls, see "Straight Talk™" in Chapter 2.

Stylus
Tap items, write, or draw on the touch screen.

Back panel

Dual Speaker
Use this noise-cancelling dual speaker for conference calls. For more information about making conference calls, see "Straight Talk™" in Chapter 2.



3.2 Megapixel Camera
See "Taking Photos and Videos" in Chapter 11 for details.

MUTE
Press to mute or unmute the dual microphone.

Back Cover

Strap Holder
Attach a wrist strap, neck lanyard, or string accessory.

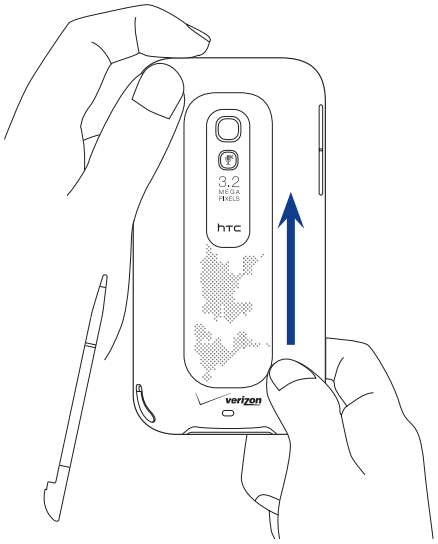
1.3 Installing the Battery and Storage Card

You need to remove the back cover before you can install the battery and storage card. Also, make sure to always turn off the power before installing or replacing the battery.

To remove the back cover

1. Make sure your device is turned off.
2. Remove the stylus.

   Note You need to temporarily remove the stylus to be able to remove or replace the back cover.
3. Firmly hold the device with both hands and the front panel facing down.
4. Push the back cover up with your thumb until it disengages from the device and then slide it up to remove.



Battery

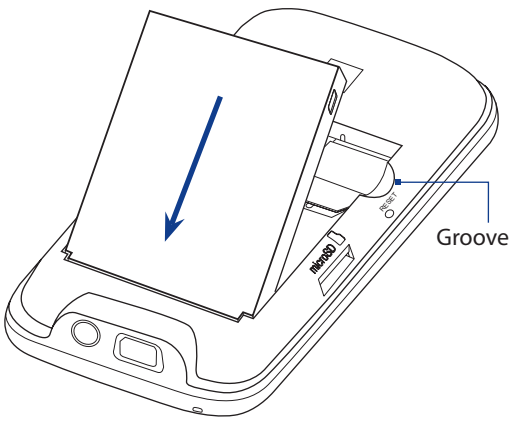
Your device comes with a rechargeable Lithium-ion battery and is designed to use only manufacturer-specified original batteries and accessories. Battery performance depends on many factors, including network configuration, signal strength, and usage patterns. For battery life estimates, see "Specifications" in the Appendix.

Warning! To reduce risk of fire or burns:

- Do not attempt to open, disassemble, or service the battery pack.
- Do not crush, puncture, short external contacts, or dispose of in fire or water.
- Do not expose to temperatures above 60˚C (140˚F).
- Replace only with the battery pack designated for this product.
- Recycle or dispose of used battery as stipulated by local regulations.

To install the battery

1. Align the battery's exposed copper contacts with the battery connectors at the bottom part of the battery compartment.
2. Insert the contacts side of the battery first and then gently push the battery into place.
3. Replace the back cover and insert the stylus back into the stylus compartment.



To remove the battery

Lift out the battery from the groove at the upper right side of the battery compartment.

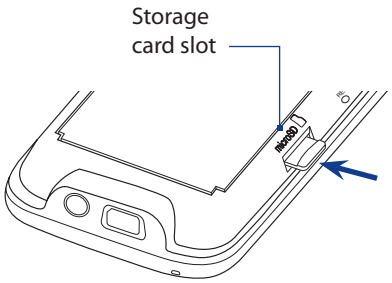
Storage card

To have additional storage for your images, videos, music, and files, you can purchase a microSD™ card and install it into your device.

To install a microSD card

1. Remove the stylus and then remove the back cover.
2. Locate the microSD card slot on the upper part of the exposed right panel.
3. Insert the microSD card into the slot with its gold contacts facing down until it clicks into place.

Note To remove the microSD card, press it to eject it from the slot.



1.4 Charging the Battery

New batteries are shipped partially charged. Before you start using your device, it is recommended that you install and charge the battery. Some batteries perform best after several full charge/discharge cycles.

Note Only the AC adapter and USB sync cable provided with your device must be used to charge the device. Use of unauthorized AC adapters and USB sync cables can impact the performance of your device.

Connect the USB connector of the AC adapter to the sync connector on your device, and then plug in the AC adapter to an electrical outlet to start charging the battery.

Charging is indicated by a solid amber light on the Notification LED. As the battery is being charged while the device is on, a charging icon also appears in the title bar of the Home screen. After the battery has been fully charged, a full battery icon appears in the title bar of the Home screen.

Warning!
- Do not remove the battery from the device while you are charging it using the AC or car adapter.
- As a safety precaution, the battery stops charging before it overheats.

1.5 Starting Up

After installing and charging the battery, you can now power on and start using your device.

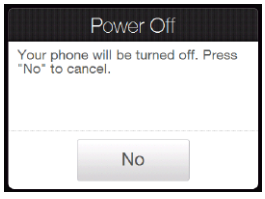
Turning your device on and off

To turn on the device

1. Press and hold the END/POWER button for a couple of seconds.
2. When you turn on your phone for the first time, use the Setup Wizard and follow the instructions on the screen to activate your device, set up e-mail, Visual Voicemail, Weather, and more.

To turn off the device

1. Press and hold the END/POWER button for a couple of seconds.
2. Allow the device to turn off or tap **No** to cancel.



Switching to Sleep mode

Press the SLEEP button on the top of your device to put the device in **Sleep mode** and turn off the display. Sleep mode suspends your device to a low power state while the display is off in order to save battery power.

Your device automatically goes into Sleep mode when you leave the device idle after a certain period of time. You will still be able to receive messages and calls while your device is in Sleep mode. Your phone wakes up automatically when you have an incoming call.

To wake up your phone manually, press the SLEEP button. You will then see that the phone has locked the screen. To find out how to unlock the screen, see "Lock Screen" in this chapter.

Note You can set the timeout period for Sleep mode. For instructions, see "To automatically turn off the screen backlight when the device is not in use" in Chapter 13.

1.6 Home Screen

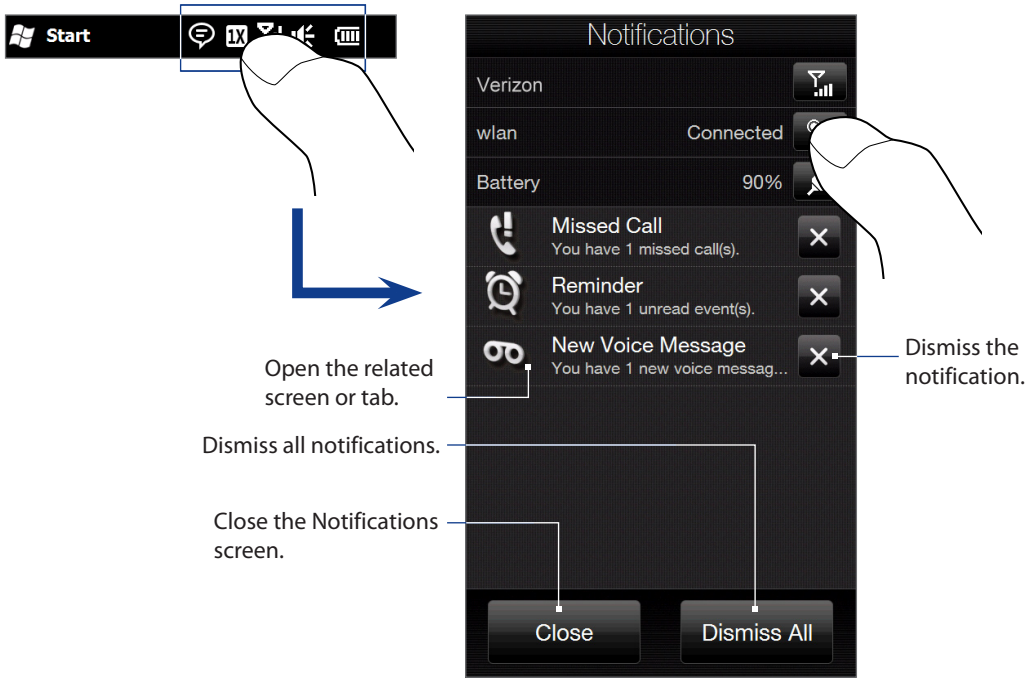
The Home screen provides you with a weather clock that shows the time and weather of your current location and displays the number of new voicemail messages. Tap the respective item when you want to change the weather clock to display another location, update the weather information, or access your voicemail.

Essential features that you commonly use, such as People, Messages, Mail, Internet, and more, are easily accessed up front on the Home screen. The tabs at the bottom of the Home screen correspond to the different phone features. Simply press and hold on the active tab and then slide your finger right or left to the feature you want to use. You can also directly tap a tab.

For more information about using the Home screen, see Chapter 3.

1.7 Notifications

When you tap the status icons in the title bar, the Notifications screen opens and displays the remaining battery power, call duration of an ongoing phone call, as well as network connection status, such as Wi-Fi (if your phone is connected to a Wi-Fi network), data connection usage (if your data connection is on), and other types of connections. This screen also shows all your pending notifications including missed calls, new SMS/MMS/voicemail messages, and more. Tap a status icon or item on the Notifications screen to open the related screen.



To close the Notifications screen, tap **Close** or press the BACK button on your phone.

1.8 Status Icons

The following are some of the status icons that you may see on the device.

Icons that appear in this area	
	Vibrate mode
	Sound on
	Sound off

Icons that appear in this area	
	Battery charging
	Battery full
	Battery very low

Icons that appear in this area	
	Multiple notifications; tap the icon to view all
	New text messages; SMS notification of voice mail
	Sending MMS
	Receiving MMS
	MMS sent
	Cannot send MMS
	New incoming MMS
	Missed call
	Speakerphone on
	Roaming
	Alarm
	Other wireless network(s) detected
	Wired headset connected
	Bluetooth on
	Bluetooth visible mode on
	Bluetooth stereo headset connected

Icons that appear in this area	
	Data connection present
	Maximum signal strength
	No signal
	Phone is turned off
	No phone service
	Searching for phone service
	Voice call in progress
	Call on hold
	Calls are forwarded

Icons that appear in this area	
1X	1xRTT available
EG	EVDO available
	Connected to a wireless network
	Connection is active
	Connection is not active
	Synchronization in progress

1.9 Start Screen

The Start screen, which can be opened by touching **Start** on the top-left corner of the screen or by pressing the START ( ) button, gives you one-touch access to all the programs and settings of your Windows Mobile-powered device. You can also add the shortcut icons of your favorite programs in the Start screen so you can open them quickly.

Note The **Home**, **People**, **Calendar**, and **Settings** icons are permanent icons and cannot be removed or replaced with other program icons.

To add a program icon to the Start screen

1. Touch an empty slot to open the Add Program screen that lists all programs on your device.
2. Touch the program you want to add to the Start screen.
3. When you have filled up the current Start screen with programs, scroll down the screen to access more empty slots and add more program icons. To scroll down, press and hold on the screen and then drag your finger upward.

   To scroll back up, press and hold on the screen and then drag your finger downward.

To remove or replace a program icon on the Start screen

1. On the Start screen, touch **Remove**.
2. Touch the program icon you want to remove or replace to clear the slot.
3. Touch **Done**.
4. If you are replacing the slot with another program icon, follow the steps in "To add a program icon to the Start screen".

To launch a program

Do any of the following on the Start screen:

- Touch the program icon; or
- Touch **All Programs**, and then touch the program in the list.

  Tip The programs list is long. If you do not see the desired program on the current screen, drag your finger upward to view more programs.

1.10 Lock Screen

The Lock screen is displayed whenever your phone is locked. You can lock your phone to prevent accidental button or touch screen presses when the phone is in your bag or pocket.

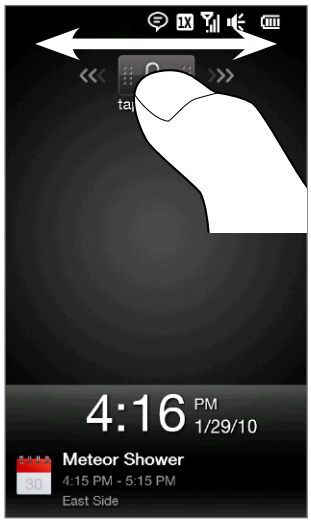
Locking the device

Your phone automatically locks when:

- The display is turned off (automatically or you have pressed the SLEEP button) and your phone goes to sleep mode. See "Switching to Sleep mode" earlier in this chapter for details.
- Your phone is password protected, and the set idle time has elapsed. Your phone locks itself and requires the correct password entry to unlock it. For more information about setting a password and idle time for your phone, see "Protecting your device with a password" in Chapter 14.

Unlocking your phone

When you see the Lock screen, slide the Lock button ( ) left or right to unlock your phone.



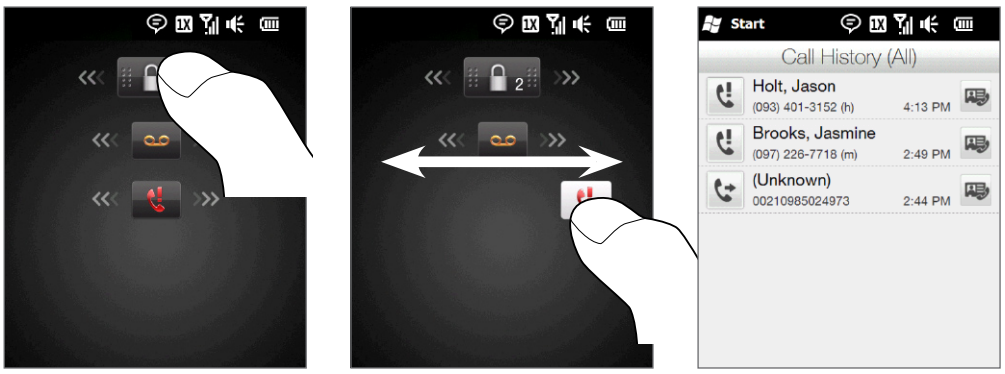
Note If you have set a password for your phone, you will be prompted for the password when you unlock the phone. See "Protecting your phone with a password" in Chapter 14 for information on setting a password.

Checking notifications when the phone is locked

When your phone is locked, you are still notified of missed calls and upcoming appointments. The Lock screen shows the next upcoming appointment and the Lock button shows the number of missed calls.

To view the notifications

1. On the Lock screen, tap the Lock button ( ). A missed call notification button is then displayed below the Lock button.
2. Slide the missed call notification button ( ) right or left to access the Call History and view the missed calls.



Note If you have set a password for your phone, you will be prompted for the password before you can view the information. See "Protecting your phone with a password" in Chapter 14 for information on setting a password.

Receiving a call when the phone is locked

You can receive and answer calls even when your phone is locked. For more information about answering calls, see "Answering and Ending Calls" in Chapter 2.

1.11 Adjusting the Volume

You can adjust the Sytem volume (notifications and audio/video playback volume) and the phone Ring volume separately, or set a single volume control that simultaneously adjusts both the system and ring volumes.

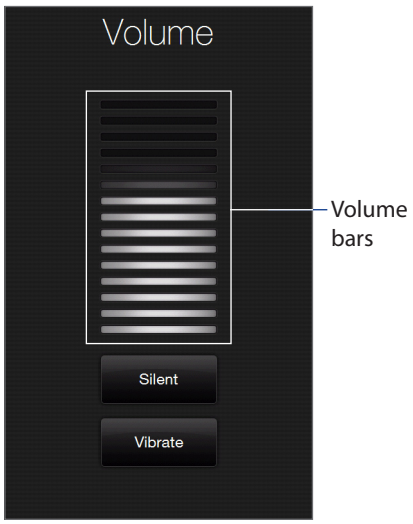
To adjust the system and ring volumes separately

1. Press the VOLUME UP/DOWN button.
2. To switch between the System Volume and Ring Volume screens, touch System or Ring at the top of the screen.
3. To increase or decrease the volume level, drag your finger up or down the volume bars, or press the VOLUME UP/DOWN button. You can also:
   - Touch **Silent** to mute the volume.
   - Touch **Vibrate** to switch the device to Vibrate mode.
4. The Volume screen automatically closes. You can also tap an empty area of the Volume screen to close it.

To set a single volume

1. On the Home screen, slide to the **Settings** tab, and then touch **Sound**.
2. Turn on the **Single Volume** option.
3. Press the VOLUME UP/DOWN button on the left panel of your device to open the Volume screen.
4. To adjust the volume level, follow steps 3 to 4 in "To set a single volume".

Note Use the VOLUME UP/DOWN button on the left panel of your device to adjust the conversation phone volume during an ongoing call.



1.12 Using Finger Gestures

You can use finger gestures to scroll and pan on the touch screen.

Finger scrolling

Finger scrolling can be used to scroll up and down web pages, documents, and lists such as the contacts list, file list, message list, calendar appointments list, and more.

To scroll up and down

- To scroll down, swipe your finger upward on the touch screen.
  To scroll up, swipe your finger downward on the touch screen.
- To auto-scroll, flick your finger upward or downward on the touch screen. Touch the screen to stop scrolling.

To scroll left and right

- To scroll towards the right, swipe your finger to the left.
  To scroll towards the left, swipe your finger to the right.
- To auto-scroll, flick your finger left or right. Touch the screen to stop scrolling.

Finger panning

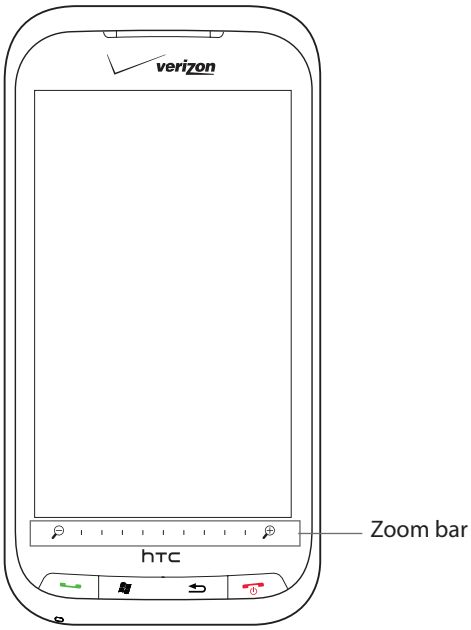
You can use finger panning to move to and view other parts of a zoomed photo, web page, document, or an e-mail. To pan, touch and hold on the touch screen and then drag your finger in any direction.

1.13 Using the Zoom Bar

The Zoom bar located below the touch screen is a handy zoom control that is unique on your device. When you are viewing a web page in Opera Mobile or a photo in Album, you can zoom in by sliding your finger from left to right across the Zoom bar, or zoom out by sliding from right to left.

What's more, you can also instantly enlarge or shrink the text size when you open and read messages or Word documents. Slide your finger from left to right across the Zoom bar to increase the text size, or slide from right to left to decrease.

To increase or decrease the text size more, slide across the Zoom bar again.



1.14 Connecting Your Device to a Computer

Whenever you connect your device to the computer with the USB cable, the Connect to PC screen displays and prompts you to choose the type of USB connection:

ActiveSync

Select this mode when you need to do the following:

- Synchronize Outlook e-mail messages, contacts, calendar appointments, files, and other data between your device and your computer.
- Have read and write access to the whole device.

For more information about using ActiveSync, see Chapter 5.

Disk Drive

This mode is available for selection only when you installed a microSD card on your device. Select this mode when you want to use your storage card as a USB thumb drive, and copy files between your device's storage card and your computer faster.

When Disk Drive mode is enabled while your device is connected to the computer:

- You will not be able to use your device to access files from the storage card or run applications that are installed on the storage card.
- Your computer will only connect to the device's storage card. When you access your device from the computer, you will only see the contents of the device's storage card.

Chapter 2
Using Phone Features

2.1 Seamless Network Switching

Your HTC Touch Pro2 Global Phone allows you to roam outside of your CDMA network by accommodating a GSM SIM card. Your device has a SIM card pre-installed and is set to Global mode by default. When the phone is in Global mode it will automatically search for the appropriate network for your location (CDMA or GSM) and connect to it.

If you need to set the device to connect to CDMA mode only, see "Setting the phone connection to CDMA-only mode" in this chapter. To set the device to connect to GSM mode only, see "To change to GSM-only mode."

2.2 Making Calls from the Phone Screen

To make a call, you can either dial a number or select a contact you want to call on the Phone screen.

To open the Phone screen, press the TALK/SEND button ( ).

The Phone's **Smart Dial** feature makes it quick and easy for you to place a call. When you start entering a phone number or contact name, Smart Dial automatically searches and sorts the contacts in Contacts, and the phone numbers in Call History (incoming, outgoing, and missed calls). You can then select the desired number or contact from the filtered list.

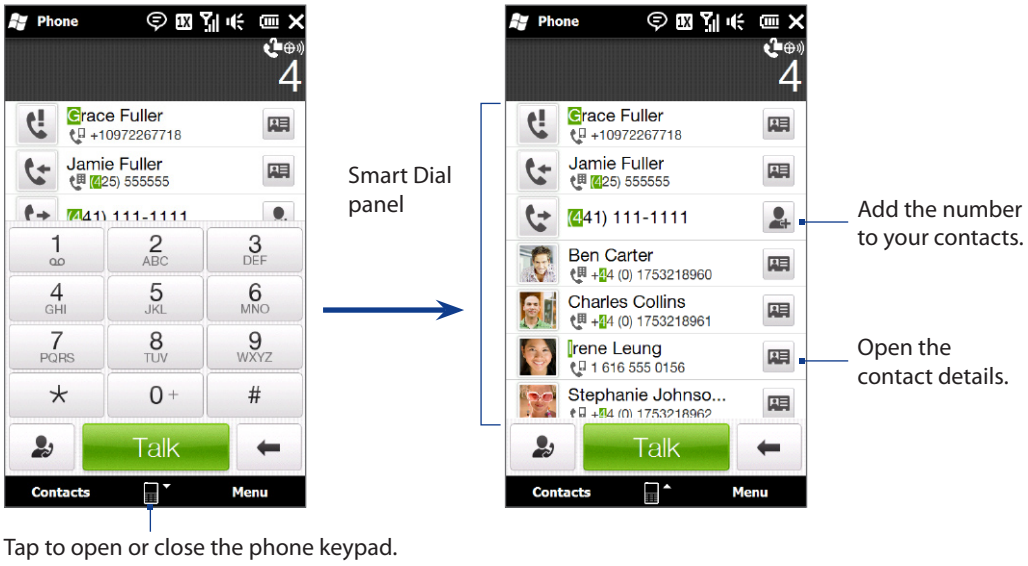
You can just enter the first letter of the name or number of a contact. Smart Dial searches for contact phone numbers and the first character of a contact name as well as from the character that appears after a space, dash, or underscore in a contact name.

To call a phone number or contact

1. Begin entering the first few numbers or characters by tapping the keys on the Phone keypad. As you enter numbers or letters, the Smart Dial panel displays matches found.

   If you tap a wrong number or character, tap ← to erase each subsequent digit or character. To erase the entire entry, tap and hold ← .

2. Tap to close the phone keypad and to see if there are more matching numbers or contacts in the Smart Dial panel. To browse through the filtered list, flick through the list or slide your finger up or down the list slowly.



3. To call a number or contact, do one of the following:
   - Tap the desired phone number or contact from the list.
   - To call a different phone number associated with the contact, touch the contact card icon at the right side of the contact name. On the contact details screen, tap the number you want to call.

Tips
- During a call, use the VOLUME UP/DOWN button on the side of the device to adjust the phone volume.
- To send a text message to a selected contact, touch , and then tap **Send Message**. For more information about sending text messages, see "Text Messages" in Chapter 7.

Making an emergency call

Enter the international emergency number for your locale, and press the TALK/SEND button on your device.

Making an international call

1. Tap and hold the number 0 key on the Phone screen until the plus (+) sign appears. The plus (+) sign replaces the international prefix of the country that you are calling.
2. Enter the full phone number you want to dial, and press the TALK/SEND button on your device. The full phone number includes the country code, area code (without the leading zero, if any), and phone number.

Assisted Dialing

Assisted Dialing allows you to easily dial international calls while roaming in another country. When enabled, **Assisted Dialing On** appears in the Phone screen.

To turn Assisted Dialing on

1. On the Phone screen, tap **Menu > Assisted Dialing Settings** and select the **Enable Assisted Dialing** check box.
2. Under **Reference Country**, select the country that you want to call.

To edit a country's international call settings

1. On the Phone screen, tap **Menu > Assisted Dialing Settings**.
2. Under **Reference Country**, select the country whose settings you want to edit.
3. Tap **Menu > Edit**.
4. Scroll down to edit the Country Code, IDD Prefix (International Direct Dial), NDD Prefix (National Direct Dial), Area/City Code and National Number Length (length of phone number).
5. Tap **Save**.

To reset the Reference Country to default

1. On the Phone screen, tap **Menu > Assisted Dialing Settings**.
2. Tap **Menu > Set Default**.

Calling voice mail

Number 1 is generally reserved for your voice mail. Tap and hold this button on the Phone screen keypad to call voice mail and retrieve your voice mail messages.

2.3 Answering and Ending Calls

When you receive a phone call, the Incoming Voice Call screen will appear, allowing you to either answer or ignore the call.

Accepting or rejecting an incoming voice call

To answer a call

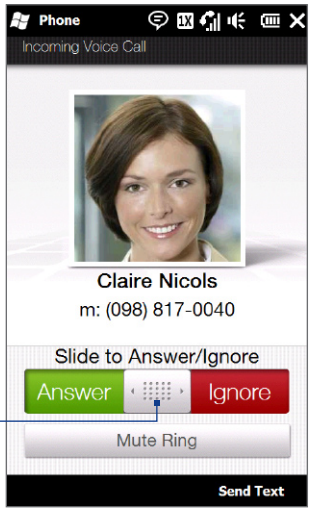
Do either of the following:

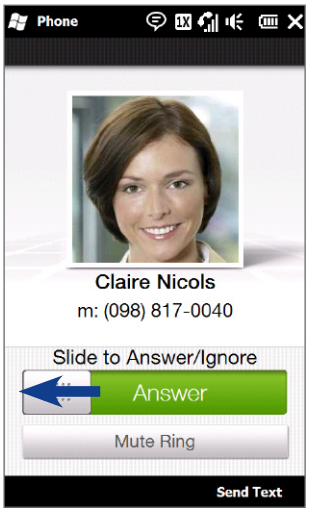
- Fully slide the center button to the left of the **Answer/Ignore** bar.
- Press the TALK/SEND button.

To reject a call

Do either of the following:

- Fully slide the center button to the right of the **Answer/Ignore** bar.
- Press the END/POWER button.





To mute the ringing sound

To mute the ring without rejecting the call, tap **Mute Ring** or press the VOLUME DOWN button. You can also put the device face down on a flat surface to mute the ringing sound.

To reject a call and send a text message

You can automatically send a default text message to the caller and reject the incoming voice call. Tap **Send Text** when you have an incoming call to send the text message. You can change the default text message by tapping **Menu > Options > Advanced** tab while on the Phone screen.

To automatically scale down the ring volume when picking up the phone

The phone automatically scales down the ring volume whenever you pick it up to answer calls. You can disable and enable this feature via the Settings screen.

1. Press the HOME button to return to the Home screen.
2. On the Home screen, slide to the **Settings** tab and then tap **Sound & Display**.
3. Scroll down the screen and then tap **Quiet ring on pickup** to turn this feature off or on.
4. Tap **Back** to return to the Home screen's Settings tab.

To automatically increase the ring volume when the phone is in your pocket

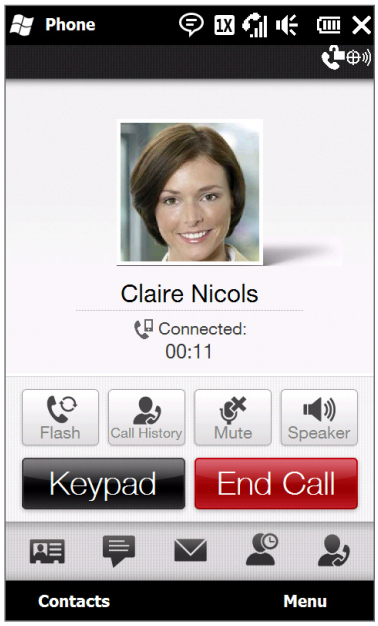
To help avoid missing incoming calls when your phone is in your pocket or bag, the phone is set to gradually increase the ring volume and vibrate when you receive a call. When not in your pocket or bag, the phone will ring at the normal volume you have set.

You can disable and enable this feature via the Settings screen.

1. Press the HOME button to return to the Home screen.
2. On the Home screen, slide to the **Settings** tab and then tap **Sound & Display**.
3. Scroll down the screen and then tap **Pocket mode** to turn this feature off or on.
4. Tap **Back** to return to the Home screen's Settings tab.

Using the call functions

When a call is in progress, use the call function buttons to access the Call History, mute the microphone, and more.



Call functions

Contact details. See "Viewing Contact Information and Exchange of Communications With the Contact" in Chapter 4.

To accept new calls

Your device notifies you when you have another incoming call, and gives you the option of rejecting or accepting the call. If you are already on a call and accept the new call, you can choose to start a three-way call for all participants. See "Making three-way calls in CDMA mode" for details.

To use the speakerphone

During a call, do one of the following to turn the speakerphone on or off:

- Tap Speaker to turn the speakerphone on. Tap this button again to turn the speakerphone off.
- Placing your device face down automatically turns on the speakerphone. To turn the speakerphone off, place your device face up.
- You can also press and hold the TALK/SEND button during a call to turn the speakerphone on or off.

Note The speakerphone icon ( ) appears in the title bar when the speakerphone is on.

Warning! To avoid damage to your hearing, do not hold the device against your ear when the speakerphone is on.

To mute the microphone during a call

Tap Mute to turn the microphone on or off.

To turn noise reduction on or off

When you are using the earpiece and not the speakerphone during a call, you can tap **Menu > Noise Reduction On** to reduce ambient noise if the other party cannot hear your voice clearly. When noise reduction is not needed, tap **Menu > Noise Reduction Off** to disable it and save battery power.

You can also turn noise reduction on or off in the Phone settings. Tap **Start > Settings > Menu > All Settings > Personal > Phone > Advanced** tab and then select one of the following settings in the **Reduce noise in phone calls** drop-down list:

- **Automatically**. Analyzes ambient noise only at the beginning of a connected call and applies a certain noise reduction setting based on the detected noise. However, when you move to a noisier environment during the call, your device will not further decrease noise based on your new location.
- **Always**. Always reduces ambient noise during the entire course of your phone call.
- **Never**. Turns off noise reduction.

Notes

- If you want to change the noise reduction setting to **Automatically**, make sure to do this before starting a call.
- Noise reduction is not used when you have a wired or Bluetooth headset connected.

To open Notes while in a call

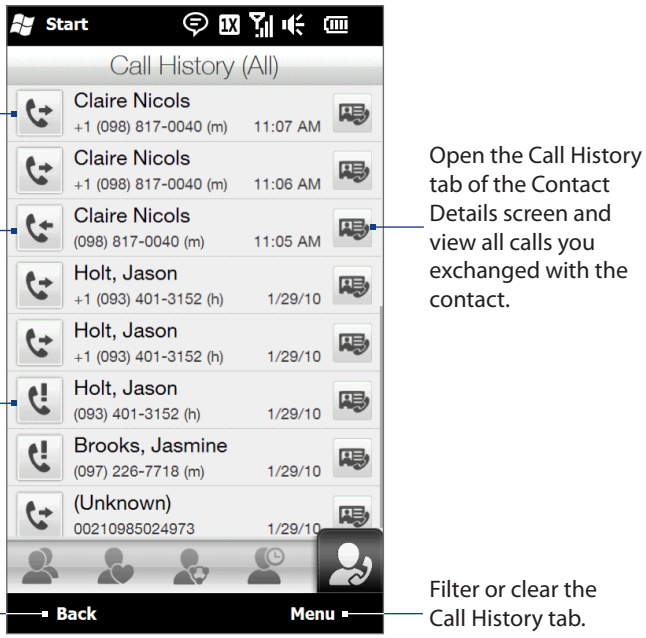
Tap **Menu** > **Create Note**, or pull out the stylus.

To end a call

When a call is in progress, tap **End Call** or press END/POWER.

2.4 Using Call History

The missed call icon icon appears in the title bar when you missed a call. Use the Call History tab to check who the caller was, or view all your dialed numbers, and received calls. To open the Call History tab, tap **Call History** or **Missed Call** on the Home tab.



If you have a long list of calls in the Call History tab, tap **Menu** > **Filter**, and then select the type of call you want to display.

2.5 Speed Dial

Use **Speed Dial** to call frequently-used numbers with a single tap. For example, if you assign a contact to the location **2** in Speed Dial, you can tap and hold the **number 2** key on the Phone screen keypad to dial the contact's number.

To create a Speed Dial entry

1. On the Phone screen, tap **Menu** > **Speed Dial**.
2. Tap **Menu** > **New.**
3. Tap a contact, and then select the phone number of the contact that you want to the speed dial key.
4. In **Location**, select an available key to use as the speed dial key, then tap **OK**.

Tip To delete a Speed Dial entry, in the **Speed Dial** list, tap and hold the desired entry, and then tap **Delete**.

Notes
- Number "0" and "1" keys are reserved and cannot be assigned as speed dial keys. The number "1" key is reserved for voicemail. You can set any number between "2" and "99" as a speed dial key.
- If you assign a speed dial key that is already occupied, the new entry will replace the existing entry

To make a call using Speed Dial

If you have assigned a speed dial key to a contact, do the following on the Phone screen to dial the contact's number:

- For a single-digit speed dial number, tap and hold the assigned key,
- For a two-digit speed dial number, tap the first number, and then tap and hold the second number.

2.6 Straight Talk

Your device features Straight Talk™, a technology that integrates messaging, voice, and three-way calling. With a dual microphone and speaker that enhance voice quality and reduce noise, Straight Talk turns your device into a conference room speakerphone system.

Note For more information about three-way calling in CDMA mode, see "Making three-way calls in CDMA mode" later in this chapter.

Making a call from a text message

While you are viewing a text message on the Home screen's Messages tab or in the Inbox, you can directly call the sender of the message.

1. While viewing the text message, press the TALK/SEND button.
2. The Phone screen then opens, with the sender's phone number automatically filled in and ready to be dialed. To place the call, tap **Talk** on the Phone screen or press TALK/SEND again.

Tapping a phone number that is displayed in the body of the text message also allows you to call that number.

For more information about viewing text messages on the Messages tab, see "Messaging" in Chapter 3. For more information about working with text messages, see "Text Messages" in Chapter 7.

Making a call from an e-mail message

While viewing a received e-mail message, you can directly place a call to the sender of the message. Tapping a phone number that is displayed in the body of the e-mail message also allows you to call that number.

Note To receive e-mail, set up your e-mail account first on your device. See "Mail" in Chapter 3 for instructions.

From the Email tab or Inbox

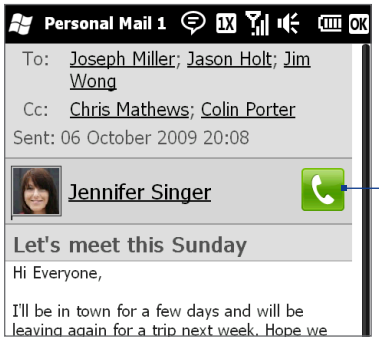
When you are browsing e-mail messages on the Email tab or in the Inbox, you can select a received e-mail and then directly call the sender by pressing the TALK/SEND button. To call the sender, follow the same steps in "Making a call from a text message".

For more information about browsing through e-mail on the Mail tab, see "Mail" in Chapter 3. For more information about working with e-mail messages, see Chapters 7 and 8.

From an open e-mail

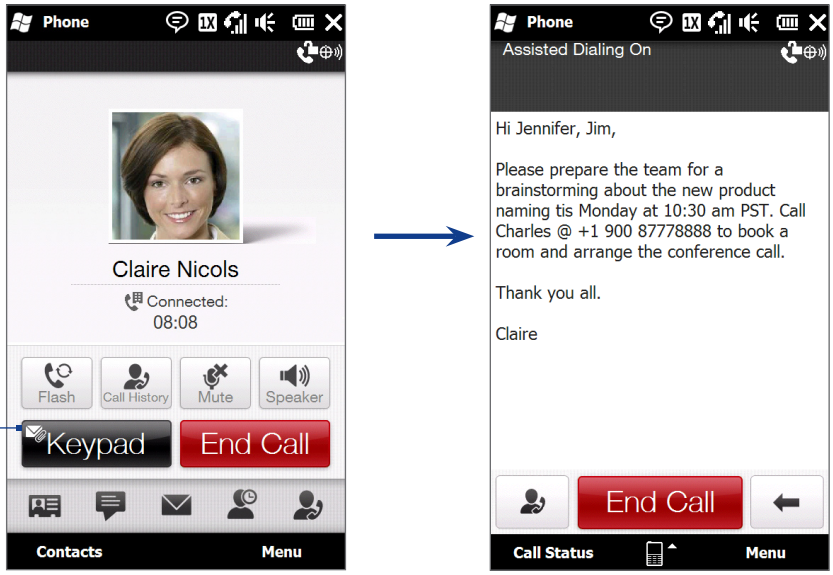
When you open a received e-mail, you can directly place a call to the sender.

1. On the Home screen, slide to the Email tab.
2. Swipe your finger up or down the screen to browse through received messages. Tap an e-mail message to open it.
3. To place a call, you can do the following:
   - If the sender is a contact that is stored with a phone number on your device, tap **Talk** ( ) that is displayed to the right of the sender name to directly dial the sender's phone number.
   - To call the phone number that is contained in the e-mail message, tap that phone number.


Personal Mail 1
To: Joseph Miller; Jason Holt; Jim Wong
Cc: Chris Mathews; Colin Porter
Sent: 06 October 2009 20:08
Jennifer Singer
Let's meet this Sunday
Hi Everyone,
I'll be in town for a few days and will be leaving again for a trip next week. Hope we
Talk button

4. If you made a call to the sender or the phone number contained in the e-mail message, you can directly view the e-mail message on the Phone screen while the call is in progress.

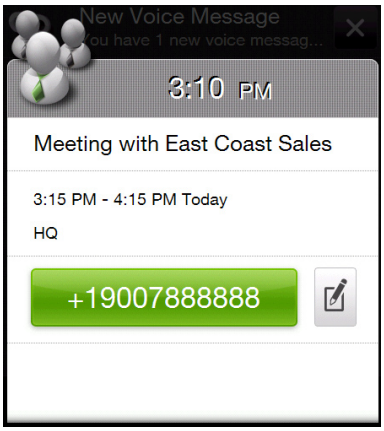
When the call is made from an e-mail message, an e-mail indicator is shown on the **Keypad** button. Tap this button to view the message directly on the Phone screen.



Making a call from a meeting request or reminder

When you receive a calendar reminder or meeting request e-mail that contains a phone number, you can tap the number to directly place the call.

For example, if you are traveling and need to join a conference bridge call back in the home office, rest assured that you can join the call without delay. Appointment reminders you receive on your device will conveniently display the phone number and PIN, ready for you to dial.



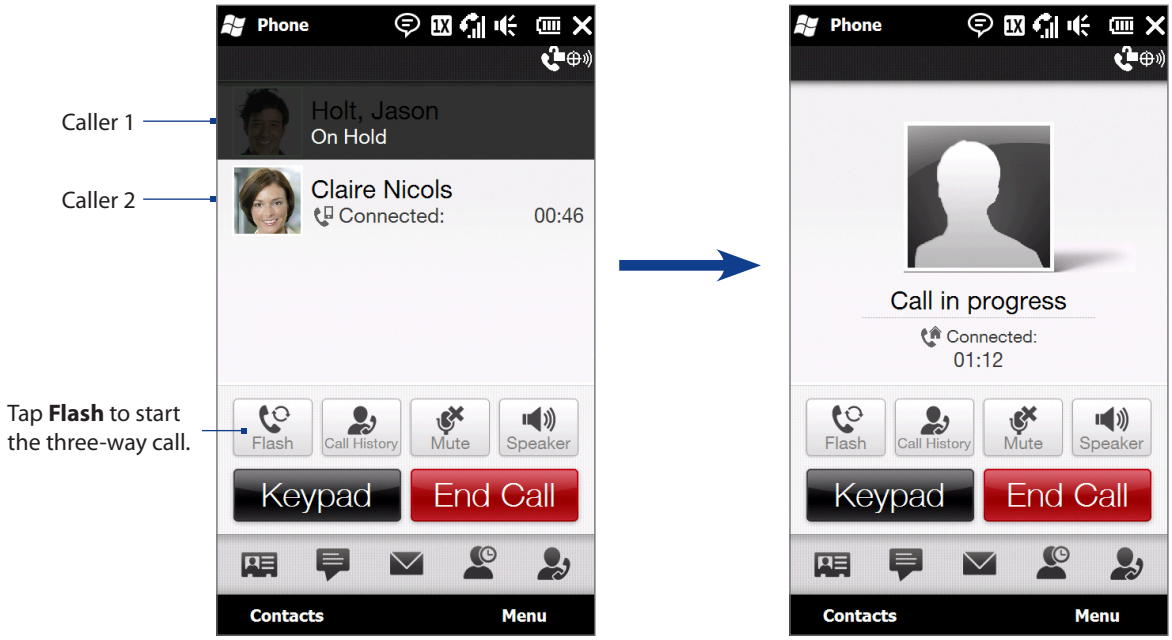
If you made a call from a meeting request e-mail, you can view the meeting details in the e-mail directly on the Phone screen while the call is in progress. An e-mail indicator is shown on the **Keypad** button (Keypad). Tap this button to view the meeting details.

2.7 Making Three-way Calls in CDMA Mode

To set up a three-way call, directly dial the participants and add each connected call to the three-way call.

Starting a three-way call

1. Press the TALK/SEND button to open the Phone screen.
2. Make the call to the first participant. See "Making a call from the Phone screen" for instructions.
3. When the first call is connected, tap **Keypad**, and then make a call to the second participant. The first call is put on hold when you dial the second call.
4. When the second call is connected, tap **Flash** to start the three-way call. The screen displays **Call in progress**.



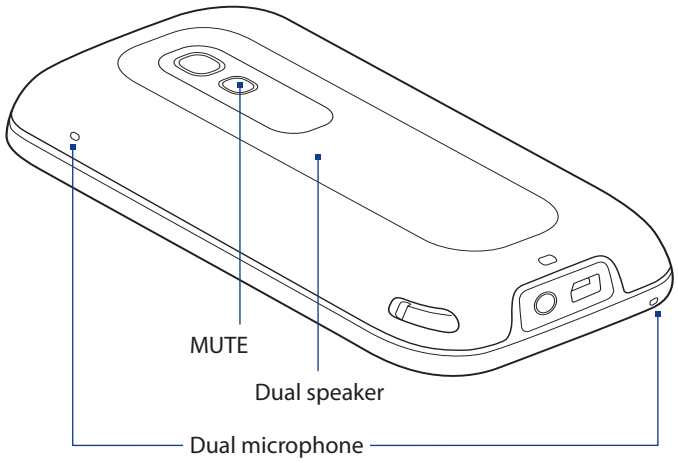
When a three-way call is in progress, you can open the keyboard and view the call in landscape view. You can also tap **Flash** to cycle between the three-way call, Caller 1 only, and Caller 2 only.

Turning on the speakerphone during a call

While a regular call or three-way call is in progress, you can turn on the speakerphone by simply placing your device face down.

Your device provides crystal-clear sound quality and voice reception during three-way calls. When the speakerphone is on, your device also enables the dual microphone to enhance your voice quality and reduce noise.

When you need to temporarily mute the dual microphone so that the three-way call participants will not hear you, press the MUTE button. Press it again to unmute.



Ending the three-way call

Tap **End Call** or press END/POWER.

2.8 Changing the CDMA Phone Settings

Setting the phone connection to CDMA-only mode

When the phone is in CDMA-only mode, it can only access the Verizon network if available, or access other CDMA roaming networks when outside the Verizon network coverage area. You may want to set the device to CDMA-only mode when you want to access CDMA services or to prevent the device from accessing GSM networks and accruing data charges.

To change to CDMA-only mode

1. Tap **Start > Settings > Menu > All Settings**.
2. Tap **Personal** > **Phone > Network** tab.
3. Under **Mode of operation** select **CDMA only** from the drop-down menu.

Linking to CDMA services

Your device can directly link to the Verizon CDMA network, and enable you to access and change the settings of various phone services for your device when it is in CDMA mode. Contact Verizon to find out about the availability of phone services for your device.

To access CDMA services and change their settings

1. Tap **Start > Settings > Menu > All Settings**.
2. Tap **Personal** > **Phone > CDMA Services** tab.
3. Select the service you want to use, and then tap **Get Settings**.
4. Choose your desired options, and then tap **OK**.

The following are some of the optional phone services that you may find on your device.

Phone Services	Usage
Location Setting	Allow the mobile phone network to detect your current location via your device's built-in GPS. This is especially useful in times of emergency.
Current Country	Set the calling parameters for the current country, such as country code and IDD prefix.
TTY Mode	Allow the use of a TTY (teletypewriter) device for users who are visually or hearing impaired.
Voice Privacy	Encrypts outgoing voice calls and uses secure channels when available.
Network Service	Choose whether to restrict your device to phone calls from your home network only.
Time Synchronization	Choose whether or not to synchronize the time on your device with the mobile network.
Emergency Call Alert	Enable the phone to alert you when an emergency call connects.

For more information about customizing settings of phone services, see Help on your device.

2.9 Using the Device as a GSM Phone

Your wireless phone is set to Global mode by default enabling you to roam internationally on GSM networks. You can manually change the device to **GSM only** or **CDMA only** mode. See "Changing GSM phone settings" and "Changing CDMA Phone Settings" in this chapter for details.

GSM international roaming

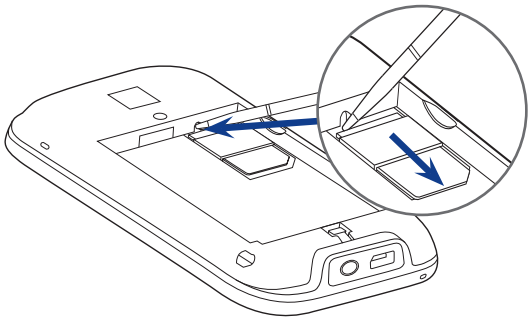
Your HTC Touch Pro2 can operate in a number of countries on both CDMA (Code Division Multiple Access) and GSM (Global Systems for Mobile) networks. Use your phone in GSM only or Global mode while in countries serviced by GSM networks. You may want to use GSM only mode when you want to prevent the device from using CDMA roaming networks and to access GSM/UMTS services. See "Changing GSM phone settings" for more information on GSM/UMTS services. If you want to enable the device to select the network that is most accessible for your locale, select Global mode.

Using the Verizon GSM SIM card

Your wireless device comes with a SIM card preinstalled which along with a Global Feature on your account, enables you to make calls and access e-mail in GSM networks while traveling overseas. If you need to replace the SIM card, follow these instructions.

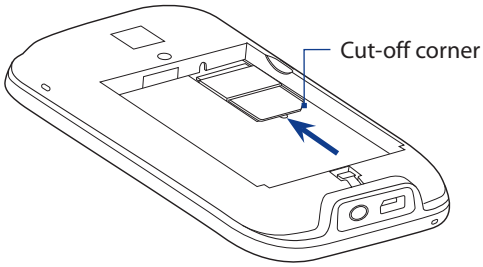
To remove the SIM card

1. Remove the stylus and the back cover.
   See Chapter 1 for details.
2. Remove the battery if it is installed. See Chapter 1 for details.
3. Insert the tip of the stylus into the small hole above the SIM card slot, and then push the SIM card out with the stylus.
4. Slide the SIM card out from the slot with your thumb or finger.



To install the SIM card

1. Remove the stylus and the back cover.
   See Chapter 1 for details.
2. Remove the battery if it is installed. See Chapter 1 for details.
3. Locate the SIM card slot, then insert the SIM card with its gold contacts facing down and its cut-off corner facing out the card slot.
4. Slide the SIM card completely into the slot.



Using SIM Manager

SIM Manager allows you to view the contents of your SIM card, transfer contacts from your SIM card to your device or vice versa, and make a call to a SIM contact.

To create a contact on your SIM card

1. Tap **Start > All Programs > SIM Manager**.
2. Tap **New** and enter the contact name and phone number.
3. Tap **Save**.

Tips
- To change contact information on your SIM card, tap a SIM contact, edit the information, and then tap Save.
- To learn how to add contacts to the SIM card using the Contacts applications, see Contacts in Chapter 13.

To copy SIM contacts to your device

If you have saved contacts on your SIM card, you can copy them into Contacts on your device.

1. On the SIM Manager screen, select the desired contact, or select all SIM contacts by tapping **Menu > Select All**.
2. Tap **Menu > Save to Contacts**.

To copy contacts to the SIM card

Only one phone number per contact name can be stored on a SIM card.

1. On the SIM Manager screen, tap **Menu > Contacts to SIM**.
2. Select the check boxes of the contact's phone numbers that you want to copy to your SIM card, and then tap **Save**.

When you copy a contact that has several phone numbers to your SIM card, SIM Manager separately saves each number by appending an indicator at the end of each name.

By default, /M, /W, and /H are appended to indicate mobile, work, and home phone numbers respectively. To edit the default indicators and to select which other types of numbers to save to the SIM card, tap **Menu > Tools > Options**.

Copying text messages to the SIM card

1. In the SMS/MMS Inbox, tap a message thread to open it.
2. Tap the up or down navigation key at the bottom of the onscreen keyboard to select a message in the thread.
3. Tap **Menu > Copy to SIM**.

Notes
- You cannot copy a sent message from the thread to the SIM card.
- Copying text messages from your device to the SIM card results in duplicate messages in the Inbox when your SIM card is in use.

Making and answering calls

Making and answering calls in GSM mode is basically the same as making and answering calls in CDMA mode. See "Answering and Ending Calls" in this chapter for details.

To make an emergency call

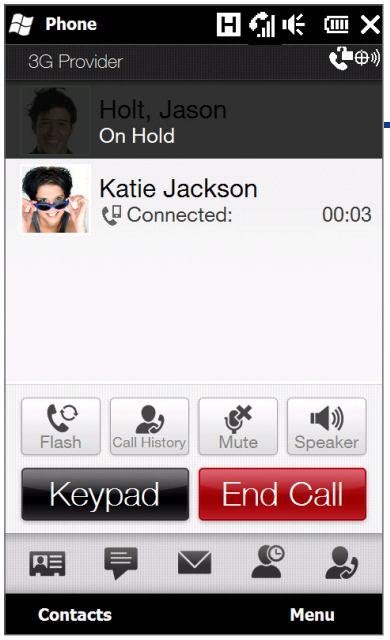
Enter the international emergency number for your locale, and press the TALK/SEND button on your device.

Tip Additional emergency numbers may be included in your SIM card. Contact Verizon for details.

To swap between two calls

Your device notifies you when you have another incoming call, and gives you the option of rejecting or accepting the call. If you are already on a call and accept the new call, you can choose to switch between the two callers.

1. Press the TALK/SEND button to accept the second call and put the first call on hold.
2. To switch between callers, tap **Menu** > **Swap** or tap the dim area that shows "On Hold".



3. To end the second call and return to the first call, tap **End Call** or press END/POWER on your device.

Note Make sure your SIM card is enabled with three-way calling service. Contact Verizon for details.

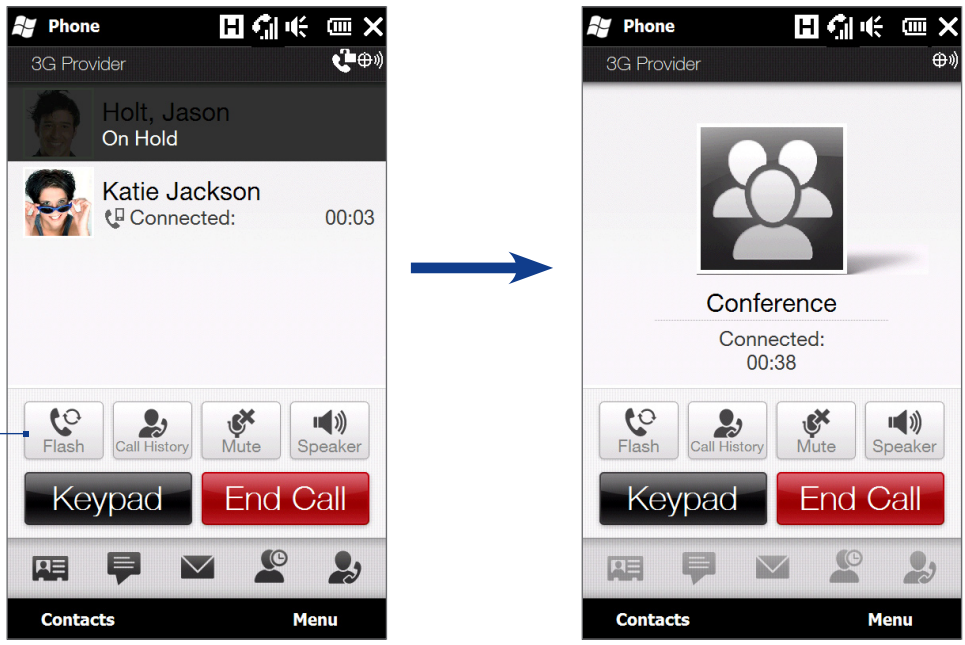
Making three-way calls in GSM mode

To set up a three-way call, directly dial the participants and add each connected call to the three-way call.

Note Make sure your SIM card is enabled with three-way calling service. Contact Verizon for details.

To start a three-way call

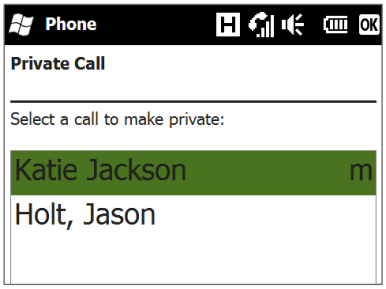
1. Press the TALK/SEND button to open the Phone screen.
2. Make the call to the first participant. See "Making a call from the Phone screen" for instructions.
3. When the first call is connected, tap **Menu** > **Hold**, and then tap **Keypad** to make a call to the second participant. The first call is put on hold when you dial the second call.
4. When the second call is connected, tap **Flash** to start the three-way call. The screen displays **Conference**.



To manage three-way calls

While a three-way call is in progress, you can open the keyboard view the call in landscape view. You can also do the following:

- Tap **Flash** to put the three-way call on hold and make another call.
- Receive another call.
- Tap **Menu > Private**, select one of the participants, and tap **Private** to split the three-way call into separate calls again. The second participant is put on hold.



To turn on the speakerphone during a three-way call

See "Turning the speakerphone on during a three-way call" in this chapter for details.

To end the three-way call

Tap **End Call** or press END/POWER.

Changing GSM settings

To set the phone connection to GSM-only mode

You can set the phone connection to GSM-only mode to prevent the phone from accessing CDMA networks.

1. Tap **Start** > **Settings** > **All Settings**.
2. On the **Personal** tab, tap **Phone** > **Network** tab.
3. Under **Mode of operation** select **GSM only** from the drop-down menu.

To protect your SIM card with a PIN

The preinstalled Verizon SIM card may be preset with a PIN. You will be required to enter the PIN when turning on the phone. When prompted, enter the preset PIN, and then tap **Enter**. If you enter the wrong PIN three times, the SIM card is blocked. If this happens, you can unblock it with the PUK (PIN Unblocking Key) obtained from Verizon.

If you do not want to enter the PIN to turn on the phone, you can disable it.

1. Tap **Start** > **Settings** > **Menu** > **All Settings**.
2. Tap **Personal** > **Phone** > **GSM/UMTS Services** tab.
3. Tap **PIN/PIN2** and then tap **Get Settings**.
4. Clear the **Require PIN when phone is used** check box.

Tips
- To change the PIN, tap **Change PIN** on the Phone: PIN/PIN2 screen.
- Emergency calls can be placed at any time without requiring a PIN.

To access and change the settings of GSM services

Your device can directly link to the Verizon network, and enable you to access and change the settings of various phone services for your device when it is in GSM mode. Contact Verizon to find out about the availability of phone services for your device.

1. Tap **Start** > **Settings** > **All Settings**.
2. On the **Personal** tab, tap **Phone** > **Network** tab.
3. Select the service you want to use, and then tap **Get Settings**.
4. Choose your desired options, and then tap **OK**.

The following are some of the optional phone services that you may find on your device.

Phone Services	Usage
Call Barring	Block incoming or outgoing calls.
Caller ID	Set your caller ID options.
Call Waiting	Enable or disable call waiting.
Band	Set your network type and select the GSM/UMTS band to use.
Voice Mail and Text Messages	Set the text message service center and voice mail numbers.
PIN/PIN2	Set the PIN number to be required when the phone is being used, and enables you to change the SIM card's PIN2 code.
Location Setting	Allow the mobile phone network to detect your current location via your device's built-in GPS. This is especially useful in times of emergency.
TTY Mode	Use a TTY (teletypewriter) device for users who are visually or hearing impaired.
Time Synchronization	Choose whether or not to synchronize the time on your device with the mobile network.

For more information about customizing settings of phone services, see Help on your device.

2.10 Turning the Phone Function On and Off

In many countries, you are required by law to turn off the phone while on board an aircraft.

To enable or disable the phone function

1. Tap **Start > Settings**, and then tap **Wireless controls**.
2. Tap the OFF/ON slider at the right side of the **Phone** option to enable or disable the phone function.

To enable or disable Airplane Mode

Another way to turn off the phone function is to switch your device to **Airplane Mode**. When you enable Airplane Mode, all wireless radios on your device are turned off, including the phone function, Bluetooth, and Wi-Fi.

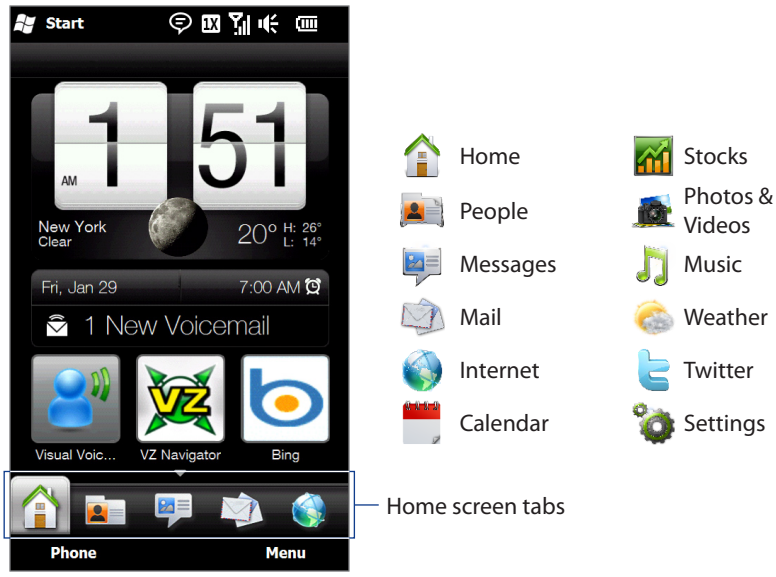
1. Tap **Start > Settings**, and then tap **Wireless controls**.
2. Tap **Airplane mode** to enable or disable Airplane Mode.

When you disable Airplane Mode, the phone function is turned back on and the previous state of Bluetooth and Wi-Fi are restored.

Chapter 3
Using the Home Screen

3.1 About the Home Screen

The Home screen is the quickest route to the essential features of your phone, which include People, Messages, Mail, Internet, and more. The tabs at the bottom of the Home screen correspond to the different phone features.



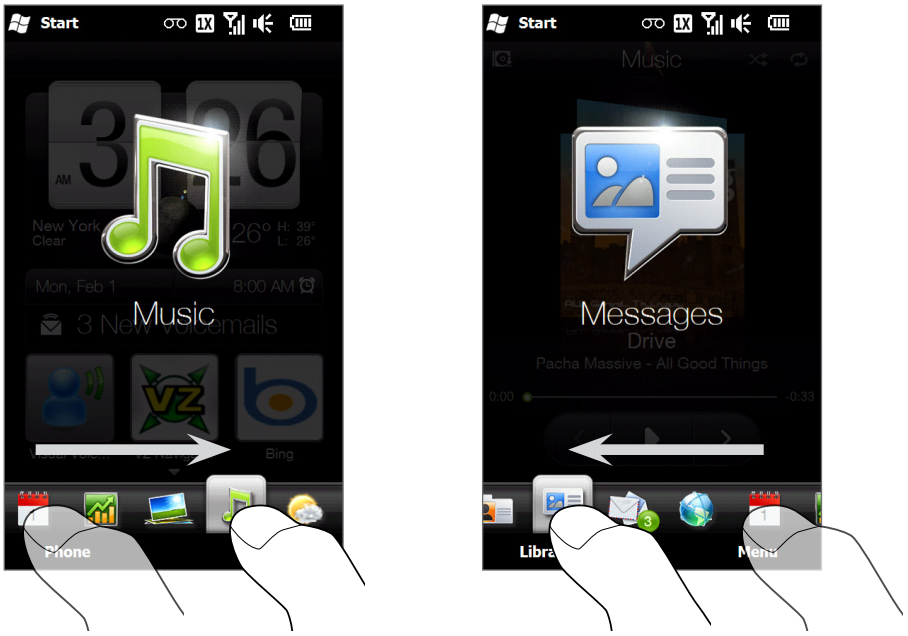
Displaying the Home screen in landscape view

The Home screen tabs are always shown at the bottom of the screen when the Home screen is in portrait view. When you slide out the hardware keyboard, the Home screen automatically changes to landscape view and temporarily hides the tabs. Touch the **Expand** button ( ) at the bottom left side of the Home screen to display the tabs.

3.2 Switching Between the Tabs of the Home Screen

To switch between the tabs, you can do one of the following:

- Tap the desired tab on the Home screen.
- Press and hold your finger on the active tab, and then slide your finger right or left over the tabs. Release when you have selected the desired tab.



- When using the hardware keyboard, press the right key to move to the next tab, and press the left key to move to the previous tab.

Tip While on any other Home screen tab, press the END/POWER button to return to the Home tab.

3.3 Personalizing Home Screen Tabs

You can move or hide the tabs on the Home screen, except for the Home tab. The Settings tab can be moved on the Home screen but cannot be hidden.

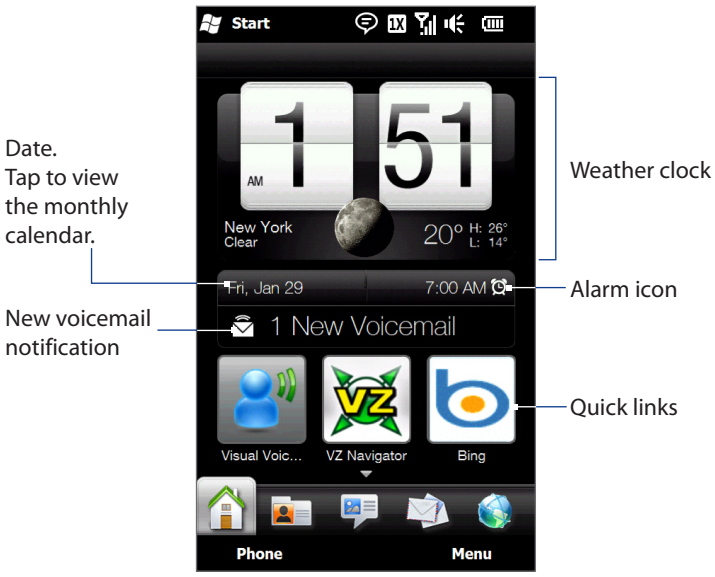
1. On the Home tab, tap **Menu > Personalize Home Screen Tabs**.
2. To move a tab, press and hold the icon before the tab name, and then drag it up or down the tabs list. Release the icon when you reach the desired location.
3. To hide a tab, clear the check box at the right of the tab name.
4. Tap **Done**.

3.4 Home

Check the time and weather of your current location directly from the Home tab.

On this tab, you will see a flip-style weather clock, the current date, and an alarm icon that indicates whether the alarm clock is on or off. Below the date, the number of new voice-mails is shown. Tap the respective item when you want to change the weather clock to display another location, update the weather information, or set the date or alarm clock.

You can also personalize the Home tab with your own wallpaper and add quick links to your favorite programs, contacts, and websites.



Changing the wallpaper

On the Home tab, you will see a lifelike animation of your current weather. You can change the wallpaper of this weather animation or choose another animated wallpaper for the Home tab.

On the Home tab, tap **Menu > Home Wallpaper** and do one of the following:

- To choose another wallpaper image for the weather animation, tap **Weather Wallpaper**. On the subsequent screen, select one of the presets to use as your wallpaper.
  If you have your own custom wallpaper that you want to use, tap **Albums** and then tap **All**. Scroll through the photos stored on your phone and storage card and then tap the photo that you want to use.
- To choose another animated wallpaper, tap **Animated Wallpaper** and select one of the preset animations.

To reset the Home tab back to the weather animation, tap **Menu > Home Wallpaper > Weather Wallpaper** and select any wallpaper image.

Updating weather information

Your phone can determine your current location and display your local time and weather conditions on the weather clock.

If the weather clock does not show the most recent weather conditions or does not show any weather information for some reason (such as when the auto download option is disabled), tap the weather image or the "My Location" text to go to the **Weather** tab and then tap **Update Now**. The most recent weather information of your location will then show on both the Weather tab and the Home tab's weather clock.

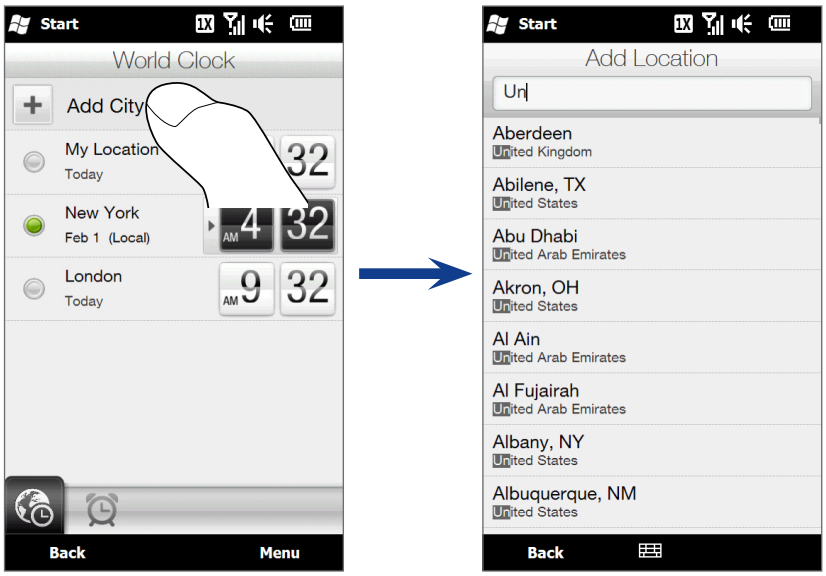
You can set the time interval for auto updating weather information on the Home tab. Press the END/POWER button to return to the Home tab, tap **Menu > Weather Settings**, and then choose a time interval.

For more information about viewing weather information, see "Weather" later in this chapter.

Selecting another location to display on the Home tab

You can change the Home tab to display the date, time, and weather information of another location.

1. On the Home tab, tap the clock.
2. The World Clock screen opens. Scroll through the list of cities.
3. If the location that you want is not listed, tap **Add City**.
4. On the Add Location screen, enter the first few letters of a country or city name. The screen then displays a matching list of locations. Scroll through the list and then tap the name of the desired city.



5. On the World Clock screen, scroll through the list of cities and select a city. To select, tap on the circle that appears to the left of the city.

Tips
- You can rearrange or remove cities on the World Clock screen. Tap **Menu > Rearrange Cities** and then drag them to the order that you want. Tap **Menu > Remove Cities** to delete one or more cities.
- Locations that you added to the World Clock screen are also added to the Weather tab.

Changing the date and time

If you want to change the date shown on the Home tab, tap the date and then choose another date. When you have finished setting the date, tap **Set**.

To change the local time displayed on the Home tab, tap **Menu > Local Time Settings** and set the new time. Tap **Done** to change to the selected time.

Tip You can also change the date and time from the World Clock screen.

Setting the alarm clock

When the alarm clock is not enabled, "Alarm Off" will be shown on the Home tab. Tap it to open the Alarm Clock screen so you can turn on and set the alarm clock.

1. On the Alarm Clock screen, tap an Off/On switch to turn on an alarm clock. You can turn on and set up to three alarm clocks.
2. Tap the time of one of the alarm clocks that you turned on.
3. On the Set Alarm screen, set the time and days when to sound the alarm clock.

   Tip Select multiple days by tapping each desired day. Tap a selected day to exclude it from the alarm.
4. You can enter a description and select the alarm clock sound. You can also choose whether you want your phone to vibrate when the alarm goes off.
5. Tap **Done**.
6. To set the other alarm clocks, repeat step 2 to 5.

Note When an alarm goes off, you have the choice to **Snooze** or **Dismiss** the alarm. When you select **Snooze**, the alarm will sound again after 5 minutes.

Adding quick links

Quick links are shortcuts that give you one-touch access to your favorite programs, people who matter most to you, and frequently-visited websites. Up front on the Home tab, you can add up to nine quick links.

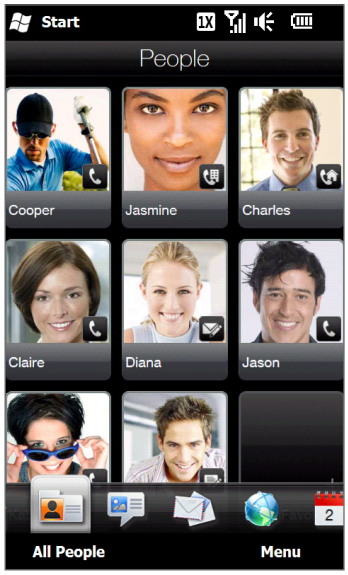
To add a quick link, tap an empty slot and then choose the type of shortcut to add to the Home tab.

Swipe your finger up on the screen to access more slots for adding quick links.

Note When you swipe your finger up on the screen, the appearance of the Home tab changes, showing only the date, time, and alarm icon on a horizontal bar. Tap the horizontal bar when you want to change the date, time, or alarm clock setting. (Tapping the horizontal bar opens the World Clock screen.)

3.5 People

Add the people who matter most to you to the People tab so you can quickly make calls or send text and e-mail messages to them without going through your contacts list. You need to have contacts already stored on your phone before you can add them to the People tab.

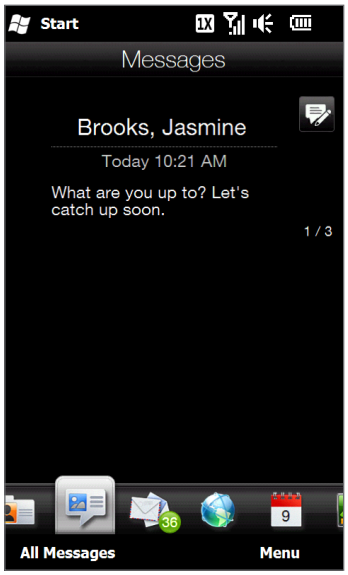


From the People tab, you can also set up your own contact card and share it, add new contacts, and easily view exchanged text, multimedia and e-mail messages with a contact. If contacts have their own Facebook account, you can view their Facebook status and updates.

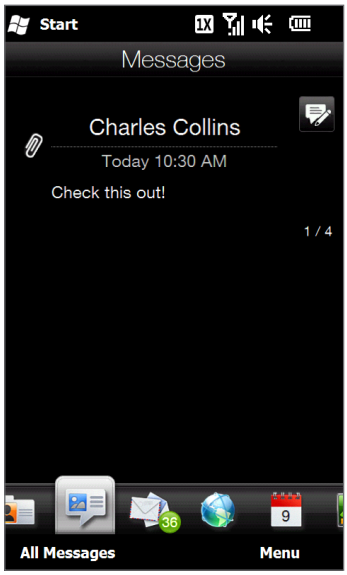
For more information about using the People tab, see Chapter 4.

3.6 Messaging

Quickly browse through and read text messages as they arrive directly from the Messages tab. This tab also displays received multimedia messages. An attachment icon is shown to indicate that a received message is a multimedia message. You only see the subject of the multimedia message.



Text message



Multimedia message

On the Messages tab, you can:

- Swipe your finger up or down the screen to flip through received text and multimedia messages.
- Tap a displayed message to view the entire message thread from the sender.
- If the sender is a stored contact, you can press TALK/SEND to automatically fill in the sender's phone number on the Phone dialer screen so you can call the sender.
- Tap the New Message icon ( ) on the upper right side of the screen to create a new text message.
- Tap **All Messages** to access your inbox and other message folders.
- Tap **Menu** to access more options for handling messages.

For more information about working with text and multimedia messages, see Chapter 7.

3.7 Mail

Set up your e-mail accounts on the **Mail** tab so you can easily check your e-mail and send e-mail messages. After selecting an e-mail account, you can flip and browse through received e-mail by swiping your finger up or down the screen.

Adding your Internet e-mail account

On the Mail tab, send and receive e-mail from your webmail or other accounts, using POP3 or IMAP.

1. On the Home screen, slide to the Mail tab.
2. If this is your first time to set up an e-mail account, tap the big e-mail image at the center of the screen or tap Add Account at the bottom of the screen. Otherwise, tap **Menu > Add Account**.
3. On the subsequent screen, select an e-mail provider. If your e-mail provider is not listed, tap **Other**.
4. Enter your e-mail address and password, and then tap **Next**.
5. Enter your name and the account display name, and then tap **Next**.
   If the type of e-mail account you want to set up is not in the phone database, the subsequent screens will prompt you to enter more details, such as the incoming and outgoing e-mail server settings. Obtain these settings from your e-mail provider.

6. If you want your phone to automatically send your e-mail messages and download received e-mail at a set interval, select the **Send/Receive E-mail automatically** check box and then choose the desired time interval.
7. Tap **Done**.

Adding your Outlook work account

If you connect to an Exchange Server for your work e-mail, calendar, contacts, and tasks, you can set up your Outlook work account on your phone. Although your phone supports multiple e-mail accounts, you can only have one Outlook account on your phone at a time.

You need to set up and use an Outlook account that syncs with a server running Microsoft Exchange Server 2003 Service Pack 2 (SP2) or Microsoft Exchange Server 2007.

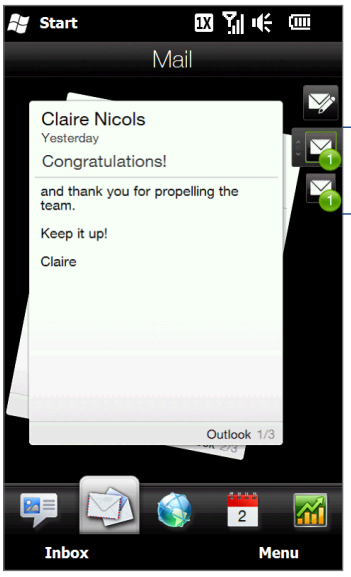
1. On the Home screen, slide to the Mail tab.
2. If this is your first time to set up an e-mail account, tap the big e-mail image at the center of the screen or tap **Add Account** at the bottom of the screen. Otherwise, tap **Menu > Add Account**.
3. On the subsequent screen, tap **Outlook**.
4. Enter your work e-mail address and password, and then tap **Next**.

   Mail Setup will download Exchange Server settings to your phone.

   Notes
   - If Exchange Server settings cannot be downloaded to your phone, you need to obtain the Exchange Server settings, such as the domain and Exchange Server address, from your network administrator and enter them in the provided text boxes. (The server address must be the Outlook Web Access address.)
   - Also consult your network administrator if the option, This server requires an encrypted (SSL) connection, needs to be enabled or disabled.
5. Select **Mail** and other information types to sync with the Exchange Server.
6. By default, your phone is set to use Direct Push so that Outlook e-mail and other information can be instantly synchronized to your phone as they arrive or are updated on the Exchange Server at work. If you do not want to use Direct Push, you can set a regular schedule for synchronizing Outlook e-mail and other information to your phone. Tap **Advanced Settings** and then set the **Peak time** and **Non-peak** time accordingly.

   Tip You can select a shorter interval in the **Peak time** box and a longer interval in the **Non-peak time** box so that Outlook e-mail and other information are synchronized more frequently during your work hours.
7. Tap **Done**. Your phone then syncs with the Exchange Server and downloads your e-mail messages.

Checking and reading e-mail



When you have newly received or unread e-mail messages, the icon on the Mail tab and the respective icons of your e-mail accounts will show the number of new e-mail messages.

The mail icons displayed on the right side of the screen are your e-mail accounts. Tap an icon to select an e-mail account.

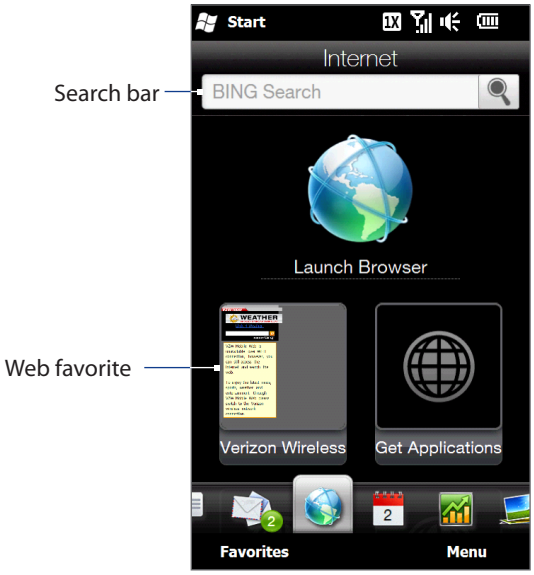
After selecting an e-mail account, you can:

- Browse through received e-mail messages in the selected account by swiping your finger up or down on the screen.
- Tap the displayed e-mail message to open and read the message.
- If the sender is a stored contact, you can press TALK/SEND to automatically fill in the sender's phone number on the Phone dialer screen so you can call the sender.
- Tap the New E-mail icon ( ) to create a new e-mail message.
- Tap **Inbox** to access the inbox and other message folders of your account.
- Tap **Menu** to choose whether to add another e-mail account, send and receive e-mail messages, and more.

For more information about working with e-mail messages, see Chapter 7 and 8.

3.8 Internet

Easily search for information on the Web. Directly on the Internet tab, you can enter words on the search bar and then tap the Search icon ( ) to open the Web browser and locate the information that you want. You can also tap **Launch Browser** or the globe image to open the Web browser.



For more information about using the Web browser, see Chapter 9.

Adding Web favorites

To quickly access frequently-visited websites, you can add them as Web favorites to the Internet tab. You can add up to 10 Web favorites.

1. On the Internet tab, swipe your finger up on the screen to access more slots.
2. Tap an empty slot, and then tap **Add Favorite**.
3. Enter a title and the website address, select a folder in which to save the favorite, and then tap **Done**.

3.9 Calendar

Keep track of your important appointments and events with the calendar.

The **Calendar** tab displays a monthly calendar with markers to inform you of the dates that you have appointments and events. You can also change the tab to display in day, week, year, or agenda view.

Note Agenda view displays appointments for the next seven days, including the current day.

Creating an appointment

Easily add your appointments and events to the calendar and set reminders.

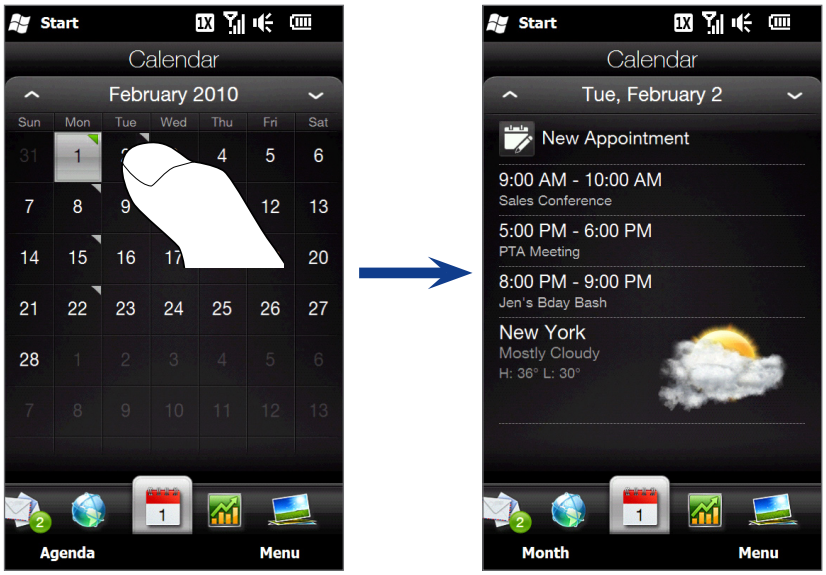
1. On the Home screen, slide to the Calendar tab.
2. If you are creating an appointment for the current date, tap **Menu > New Appointment**. Otherwise, tap another date on the calendar and then tap **New Appointment**.
3. Enter a name for the appointment in the Title box and then specify the location.
4. Tap the **Start** date to set the start date for the appointment.
5. To set the event duration, time and recurrence, do any of the following:
   - Tap the time fields to set when the event starts and finishes.
   - If the event lasts more than one day, tap the **End** date and select the finish date.
   - If the event is an all-day event or extends over several whole days, select the **All Day** check box.
   - If the event or appointment occurs regularly, for example a birthday or a weekly meeting, tap under **Repeat** area and select an interval.
6. To invite people to the event or appointment, tap the Invite button ( ) next to **Required Attendee** or **Optional Attendee**. (Attendees will only be designated as optional if your company uses Microsoft Exchange Server 2007 or later. Otherwise, all attendees will be set as "Required".)
   When people accept your invitation, the event or appointment is automatically added to their schedules. When their response is sent back to you, your calendar is updated as well.
7. Fill in other appointment details as desired, and then tap **Done**.

Viewing and managing your appointments

In month view, the highlighted date indicates that it is the current date. Dates with appointments are indicated by a triangle ( ) at the upper-right corner of the date box.

To check your appointments

To check what appointments you have during a certain date, tap a date on the month calendar. The Calendar tab then changes to Day view and displays all your appointments and the weather information for that day.



Month view Day view

Note The weather information appears only if you have set your local time to a city on the World Clock, and if the appointment date is within the 5-day forecast on the Weather tab. See "Home" and "Weather" in this chapter for details.

In Day view, tap an appointment to view complete details of that appointment. On the subsequent screen, you can tap **Menu** to choose whether to edit or delete the appointment.

When in month view, swipe your finger up or down the screen to display the next or previous month on the calendar. You can also tap the Up and Down arrows that appear on the left and right sides of the month.

To change between different calendar views

On the Calendar tab, tap **Menu** and then choose whether to display the calendar in **Agenda**, **Day**, **Week**, **Month**, or **Year** view.

3.10 Stocks

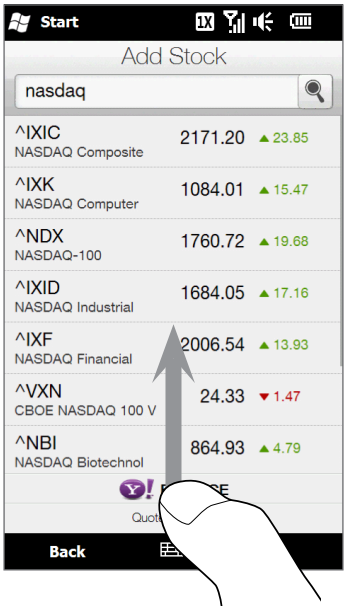
Get the latest stock updates by adding your favorite stock quotes and market indexes to the **Stocks** tab.

Note Downloading stock or stock market information may incur additional fees from your mobile operator. Contact Verizon for details.

Adding stock quotes and market indexes

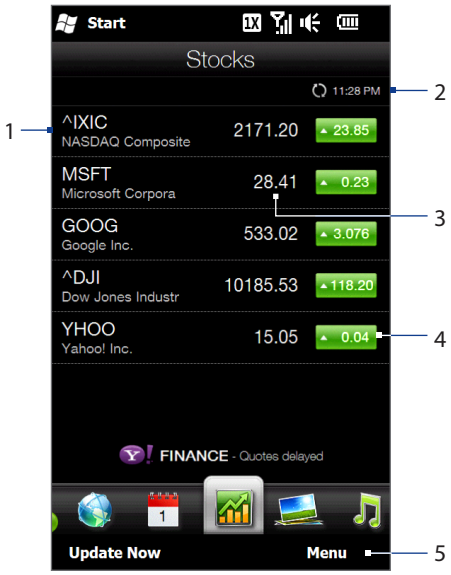
You can add up to 30 stock quotes and market indexes to the Stocks tab.

1. On the Home screen, slide to the **Stocks** tab and then tap M**enu > Add Stock**.
2. On the Add Stock screen, enter the company name, stock market index, or ticker symbol in the search box, and then tap the Search button ( ).
3. Matched search results will then be displayed. Swipe upward to scroll down the screen and access more search results.
4. Tap the company name, stock market index, or ticker symbol to display it on the Stock tab.
5. To add another stock quote or stock market index, repeat steps 1 to 3.



Viewing stock information

The Stocks tab lists all your stock quotes and stock market indexes, including the current price or volume, and the change in price or volume from the previous trading day. The change in price or volume box indicates whether the stock or stock market has gained (green) or declined (red).



1	Swipe your finger upward to scroll down the list of stock quotes on the Stocks tab. Tap the stock quote or stock market index name to view its intraday chart and other details.
2	Shows the time of the last stock information update. Tap this item or tap **Update Now** at the bottom-left side of the screen to download the latest stock information.
3	Shows the current trading price or volume.
4	Tap the green or red box to switch between showing the change in points/price or percentage from the previous trading day.
5	Tap **Menu** to add, delete or rearrange the stock quotes and market indexes. (When rearranging the list, drag items up or down the list to change their order.)

Stock information are automatically downloaded and displayed on the Stocks tab at a preset time. If you want to change the download time or turn off auto download, tap **Menu > Settings** and change these download settings. You can also change the color for displaying stock price increases to red, if that is what's being used in your country.

3.11 Photos & Videos

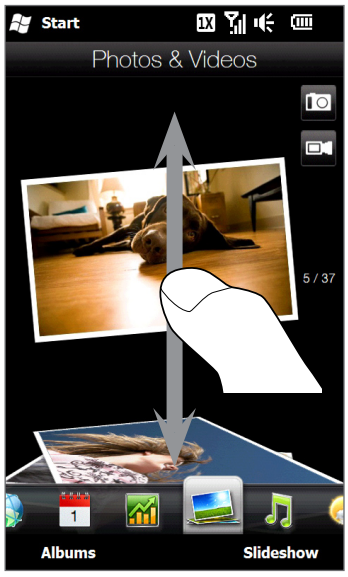
Get full enjoyment when glancing photos and watching videos with the extra large screen of your phone. On the **Photos & Videos** tab, you can view your photos and videos either in portrait or landscape view.

Portrait view

When you are holding your phone upright, flip through photos and videos by swiping your finger up or down the screen.

From the portrait view of the Photos & Videos tab, you can do the following:

- Tap the displayed photo or video to view or play it in full screen.
- Tap the **Camera** button ( ) or **Video Camera** button ( ) on the right side of the screen to capture a photo or video using the Camera.
- Tap **Slideshow** to view the photos as a slideshow. If a video is selected, tap **Play**.
- Tap **Albums** to view photos and videos using the Albums program. (See "Viewing Photos and Videos Using Albums" in Chapter 12 for details.)



Landscape view

While you're on the Photos & Videos tab, open the keyboard to change the screen to landscape view. In landscape orientation, you get a wider view of the screen and you can flip through your photos and videos with more ease.

3.12 Music

Enjoy listening to music while on the go. Download or copy entire albums or selected music tracks to your phone and listen to them using the **Music** tab.

Note Your phone searches for all supported music files from the following locations:
Phone: \My Music (including all subfolders)
\My Documents (including all subfolders)
Storage Card: \Storage Card (including all subfolders)
For information about supported music file formats, see "Specifications" in the Appendix.

Playing music in portrait view

When you are holding your phone upright, swipe your finger up or down the screen to browse through all music tracks stored in your phone and storage card and find the music that you want.

1	Tap to update album covers. (You can also tap **Menu > Update Album Art** and choose what to download and update.) **Note** Updating album covers may result in additional data charges.
2	Shows the repeat mode (Repeat All, Repeat One, or Repeat Off).
3	Shows whether shuffle mode is on or off.
4	Press and hold on the thin bar below the album art to display the progress bar. Drag your finger right or left on the progress bar to move forward or backward in the current track.
5	Tap the **Play** button to play the selected music track.
6	Tap the **Next** button to go to the next music track.
7	Tap the **Previous** button to go to the previous music track.

Playing music in landscape view

While you're on the Music tab, open the keyboard to change the screen to landscape view. In landscape orientation, you get a wider view of the screen and you can flip through your album covers with ease.

Setting repeat and shuffle modes

Tap **Menu > Repeat**, and then choose whether to repeat the current track, repeat all tracks in the current album or playlist, or not to repeat. To turn shuffle mode on or off, tap **Menu > Shuffle**.

The icons on the upper-right side of the Music tab show whether repeat and shuffle modes are enabled.

Repeat One Repeat All Shuffle On

Finding albums and music tracks in the Library

The Library organizes music into categories, such as **All Songs**, **Artists**, **Albums**, **Genres**, and more. If you added new albums or music tracks to your phone, you can find them in the Library.

1. On the Music tab, tap **Library**.
2. The tabs at the bottom of the Library screen correspond to the different categories. Select a category.
3. For example, if you are looking for songs by a particular artist, slide to the **Artists** tab and then tap the artist name. To browse through all music tracks that are stored on your phone and storage card, slide to the **All Songs** tab.
4. Tap the first track or any track in the list. The music then begins playing on the Music tab, starting from the track that you selected.

Note The Music tab plays music tracks that are in the Now Playing list of the Library. When you select a category in the Library such as Artists and play the music, the Now Playing list will be replaced with the music tracks from that category.

Playlists

There are two types of playlists that can be added to the Library and played on the Music tab:

- **Custom playlists** ( ) that are created on your phone.
- **Windows Media® Player playlists** ( ) that are synchronized with Windows Media Player on your computer. (These playlists cannot be edited and deleted from your phone.)

Note If a Windows Media Player playlist contains a combination of music, video and image files, only music files in the playlist are synchronized to your phone and other media types are filtered out.

To create a playlist

1. On the Music tab, tap **Library**.
2. Tap or slide to the **Playlists** tab.
3. Tap **Menu > New**, enter a playlist name, and then tap **Done**.
4. On the Playlists screen, tap the playlist you have just created, and then tap **Add Songs**.
5. On the subsequent screen, tap or slide your finger across the tabs to select a category. For instance, to select music tracks from a certain album, tap the **Albums** tab and then tap the album that you want.
6. Select the check boxes of the music tracks that you want to add to your playlist, or tap **Menu > Select All** to choose all the music tracks.
7. Tap **Done**.
8. Tap **Add Songs** again and repeat step 5 to 7 to add more music tracks. When you have finished adding music tracks to your playlist, tap **Back** to return to the Playlists screen.

To play back a playlist

1. On the Music tab, tap **Library**.
2. Tap or slide to the **Playlists** tab.
3. On the Playlists screen, tap to select a playlist.
4. Tap the first track or any track in the playlist. The Music tab then plays the tracks from the playlist, starting from the track that you selected.

Note Playlists are not automatically updated when music files have been deleted from the phone's memory or storage card.

3.13 Weather

Your phone automatically connects to the Internet to download weather information. On the **Weather** tab, it displays the weather information of your current location and other preselected cities. The current day's weather as well as the weather conditions for the next four days of the week are displayed.

On the Weather tab, you can:

- Swipe your finger up or down the screen to view the weather in other cities.
- Tap **Update Now** to download the latest weather information.
- Tap **More Detail Online** to open the Web browser and view more weather information on the website. (This option is not available when you are viewing the weather for your current location.)
- Tap **Menu** and choose to add, remove, or rearrange cities, or change weather settings.

Adding a city

The Weather tab can display weather information of up to 15 cities, including your current location. Follow the steps below to add a city to this tab.

1. On the Weather tab, tap **Menu > Add Location**.
2. On the Add Location screen, enter the first few letters of a country or city name. The screen then displays a matching list of locations. Scroll through the list and then tap the name of the desired city.

Your phone then downloads the weather information of the city that you selected and adds it to the Weather tab.

Weather settings

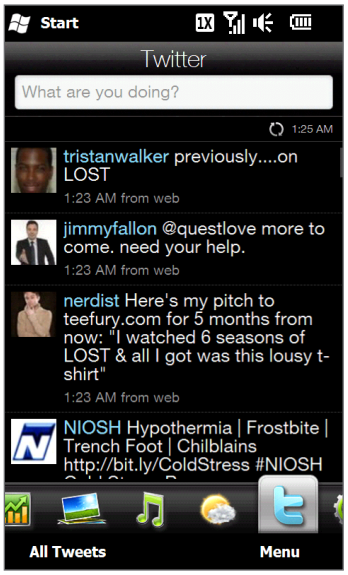
You can change the displayed temperature to Celsius or Fahrenheit on the Weather tab. You can also enable or disable auto download options and change the download time.

1. On the Weather tab, tap **Menu** and then choose whether to display temperature in Celsius or Fahrenheit.
2. To change other weather settings, tap **Menu > Settings** and then choose from the following options:
   - **Download data automatically**. When this option is selected, weather information is automatically downloaded at the set download time whenever you select the Weather tab. To change the download time, tap the box that shows the preset time and then choose another time interval.
     Clear this option if you prefer to manually download weather information.
   - **Download when roaming**. Select this option only if you want to allow automatic download of weather data when roaming. This may incur additional data charges.

3.14 Twitter

Enjoy twittering directly from your phone. On the Twitter tab, you can type in and send your tweet. This tab also readily displays the most recent tweets from the people that you follow.

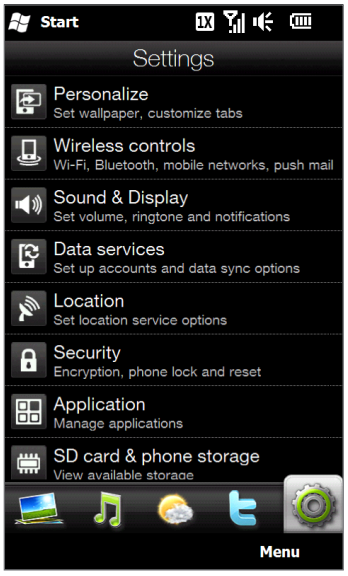
See "Twittering on Your Phone" in Chapter 9 for details.


Start
Twitter
What are you doing?
1:25 AM
tristanwalker previously....on LOST
1:23 AM from web
jimmyfallon @questlove more to come. need your help.
1:23 AM from web
nerdist Here's my pitch to teefury.com for 5 months from now: "I watched 6 seasons of LOST & all I got was this lousy t-shirt"
1:23 AM from web
NIOSH Hypothermia | Frostbite | Trench Foot | Chilblains http://bit.ly/ColdStress #NIOSH
All Tweets
Menu

3.15 Settings

Changing or tweaking settings is as easy as one, two, three. With the phone settings neatly organized on the Settings tab and labeled with clear descriptions, you can easily find what you are looking for and just tap your way to the setting you want to change.

For more information about changing phone settings, see Chapter 14.



Chapter 4
Staying Close

4.1 It's All About People

Bringing people who matter most closer to you – that's what your phone is all about.

Add everyone you know to your phone to keep them within reach. For even faster communication, you can put people you keep in touch with often up front on your Home screen's People tab. You can also add your own personal details to your phone and easily send this information to others.

Since your phone organizes text and multimedia messages, e-mail conversations, and phone logs of a person all in one place, you get to see at a glance all communications with that person. Your phone also keeps you in tune with your social circles by integrating Facebook information into the contact details of people on your phone.

In this chapter, learn how to share your personal details, add people's contact details to your phone, and put your favorite contacts on the Home screen's People tab. Also learn how to view the exchange of messages and conversations with a contact.

To find out how you can reach out to people and share your thoughts, photos and videos in social networks such as Facebook, Twitter, and YouTube, see Chapter 9.

4.2 Adding and Sharing Your Personal Details

You can save your phone number and personal details to your phone and easily send them to your family, friends, and other people.

Adding your personal details

My Contact Card stores your personal details on your phone. There are two ways to add your personal details to My Contact Card.

To enter your personal details to My Contact Card

On your phone, enter your personal details directly to My Contact Card.

1. On the Home screen, slide to the **People** tab and then tap **All People**.
2. Tap **Me** to open the My Contact Card screen.
3. To add your personal photo, tap the Contact Photo icon ( ) on the upper-right corner of the My Contact Card screen. Choose whether to use your Facebook photo, select a photo from Albums, or take a photo using the Camera.
   If you chose to use your Facebook photo, enter the e-mail address and password that you use for your Facebook account when you are prompted to log into Facebook.
4. Enter your name, phone number, and e-mail address in the fields provided. Scroll down the screen and fill in more personal details.
5. Tap **Done**.

To sync your Outlook contact card from your computer and save to the phone's My Contact Card

If you are using Microsoft® Office Outlook® on your computer, you can create your own contact card containing your personal details on your computer and sync it along with other Outlook contacts to your phone. To find out how to sync your computer with your phone, see Chapter 6.

After synchronization is complete, do the following:

1. On the Home screen, slide to the People tab and then tap **All People**.
2. Scroll through your contacts list and tap your name.
3. Tap **Menu > Save to My Contact Card**.

Sharing your personal details

Send your personal details in a text or multimedia message to your family, friends, and people you know so they can easily add you to their phone.

1. On the Home screen, slide to the People tab and then tap **All People**.
2. Tap the Send button ( ) that appears to the right of Me (My Contact Card).
3. Choose whether to **Send by SMS** or **Send by MMS**.
4. Select the **Select all** check box to share all your personal details, or select the check boxes of the types of contact information you want to share.
5. Tap **Done**. A new message is then created. If you're sharing your personal details in a multimedia message, the information will be included as an attachment in your message.
6. Compose your message and send it. For more information about sending text and multimedia messages, see Chapter 7.

4.3 Adding Contacts to Your Phone

There are several ways to add contacts to your phone. You can:

- Create new contacts on your phone. See "Creating new contacts" for details.
- Sync Outlook contacts from your computer to your phone. See Chapter 6 for details.
- Sync contacts from your existing Microsoft® My Phone account, if you have one. See "Synchronizing With Microsoft My Phone" in Chapter 6 for details.

Creating new contacts

On your phone, you can create contacts complete with all sorts of contact information such as mobile, home, and work phone numbers, e-mail addresses, home and work street addresses, and more.

To create a contact

1. On the Home screen, slide to the People tab and then tap **All People**.
2. Tap **New** to create a new contact.
3. Enter the contact name, mobile phone number, and e-mail address in the fields provided. To add another phone number, tap **Add Number**. To add another e-mail address, tap **Add Email**.
4. Scroll down the screen and fill in more contact details.
5. To link the contact with his or her Facebook account, tap **Link** at the bottom of the New Contact Card screen. (For more information about Facebook, see "Facebook Updates and Events" in this chapter.)
6. To add the photo of your contact, tap the Contact Photo icon ( ) on the upper-right corner of the New Contact Card screen. Choose whether to use the Facebook photo, select a photo from Albums, or take a photo.
7. When you have finished entering all the contact details, tap **Done**.

Tip Tap **More** at the bottom of the New Contact Card screen to enter additional contact information.

4.4 Working With Favorite Contacts

You need to have contacts already stored on your phone before you can add them as favorite contacts to the Home screen's People tab. If there are no existing contacts, create or sync them first on your phone. See "Adding Contacts to Your Phone" in this chapter for details.

Adding favorite contacts to the People tab

You can add up to 15 favorite contacts to the Home screen's People tab.

1. On the Home screen, slide to the People tab.
2. Tap an empty slot. (If slots are occupied, scroll down the screen to find more available slots.)
3. Scroll down the contacts list to find the contact that you want to add to the People tab. If you have a long list of contacts, you can filter the list first by entering the first few letters of the person's name in the text box on top of the contacts list.
4. When you find the contact that you want, tap the contact name.
5. Select a phone number or e-mail address to use when calling or sending a message to the selected contact.
6. If this contact does not have an associated photo, the subsequent screen lets you take a photo of the contact or select an existing photo.
7. If you selected the contact photo and it has a large size, you need to crop the photo. On the subsequent screen, a crop box appears on the photo. Center this box on the person's face and then tap **Done**.

Tip To remove favorite contacts from the People tab, tap **Menu > Remove Favorite**, tap the photos of the contacts you want to remove, and then tap **Done**.

Quickly calling or sending a message to a favorite contact

On the Home screen's People tab, the following icons are shown on each photo to indicate the type of contact method that is associated to each favorite contact.

Scroll through your favorite contacts by swiping your finger up or down the screen. Place a call or create a new message to send to a favorite contact by simply tapping the person's photo.

4.5 Viewing and Managing Your Contacts

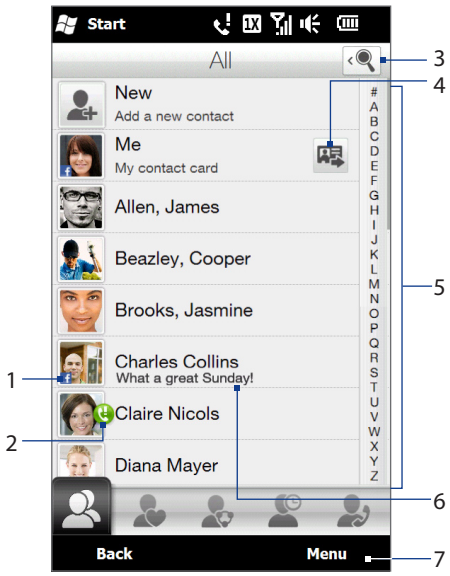
To look for contacts on your phone, go to the Home screen's People tab and then tap **All People**. The People screen then opens.

On the People screen, tap or slide your finger right or left at the bottom of the screen to switch between the following tabs:

1	**All**	Lists all contacts on your phone. This tab lets you create, delete, or edit a contact. Tap a contact to open the Contact Details screen. You can also use this tab to open or update My Contact Card.
2	**Favorites**	Shows the favorite contacts that you have added to the Home screen's People tab. You can also add favorite contacts through this tab.
3	**Groups**	Allows you to create groups of contacts so that you can easily send text, multimedia and e-mail messages to a group of people without having to enter each contact one at a time. See "Contact Groups" in this chapter for details.
4	**Updates and Events**	Displays notifications when there are updates that occurred in Facebook. This tab also shows events of your stored contacts. See "Facebook Updates and Events" in this chapter for details.
5	**Call History**	Lists all your dialed numbers, and received and missed calls. See "Using Call History" in Chapter 2.

Browsing and finding contacts

On the People screen, the All tab shows you the complete list of contacts that are stored on your phone. Swipe upward or downward on the screen to scroll through the contacts list. Use the Quick Scroll Bar or the Search button to quickly find the contacts that you want.



1	The "f" icon indicates that the photo is the contact's Facebook profile photo. **Note** Your phone will use the contact's Facebook photo when you have linked to the contact's Facebook profile. If there is a contact photo already stored on your phone, the Facebook photo will not show in your contact even if you have linked to the contact's Facebook profile.
2	The "!" icon appears when: • You receive a new text, multimedia or e-mail message, or when you miss a call from the contact. • The contact has new updates or events in Facebook.
3	Tap this button to search for contacts.
4	Tap this button to send My Contact Card in a text or multimedia message. See "Sharing your personal details" in this chapter for details.
5	Use this Quick Scroll bar to quickly scroll to contact names that begin with a certain letter. Press and hold on the scroll bar and then slide your finger up or down.
6	The Facebook status appears when the contact has a new status message in Facebook.
7	From the menu, you can choose between creating a phone contact or SIM contact, delete contacts, filter the contacts list by groups, and more.

4.6 Viewing Contact Information and Exchange of Communications With the Contact

Your phone organizes contact details, text and multimedia messages, e-mail conversations, Facebook information, and phone logs of a contact all in one place. Simply tap a contact name from the contacts list to view all these information.

After you selected a contact, the Contact Details screen opens. On this screen, tap or slide your finger right or left at the bottom of the screen to switch between the following tabs: **Details**, **Messages**, **Email**, **Updates and Events**, and **Call History**.

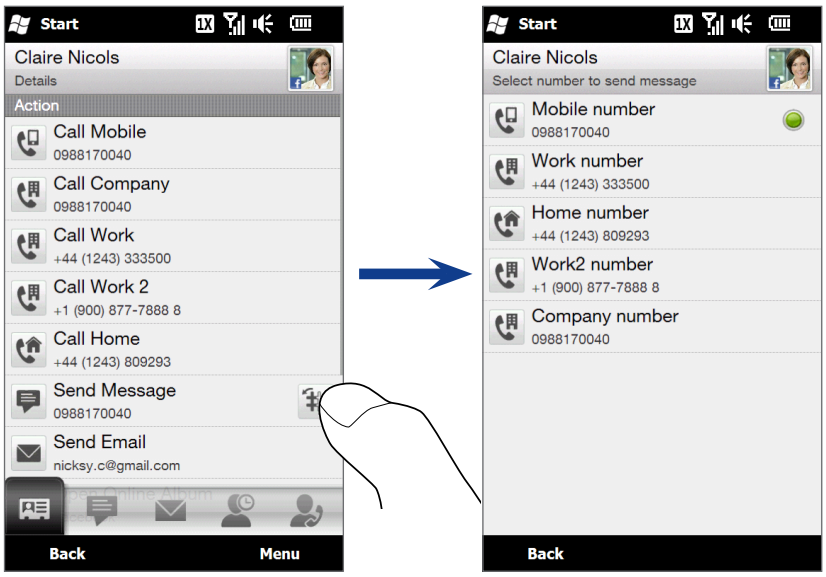
1	**Details**	Shows a person's contact details. From this tab, you can call or send a text, multimedia, or e-mail message to the contact, edit or delete the contact information.
2	**Messages**	Displays exchanged text and multimedia messages with the contact. You can also reply with a text message directly on this tab.
3	**Email**	Displays all received e-mail messages from the contact.
4	**Updates and Events**	Displays notifications when the contact has updates on his or her Facebook account. This tab also shows events of the contact. See "Facebook Updates and Events" in this chapter for details.
5	**Call History**	Lists all incoming, outgoing, and missed calls to and from the contact. This tab also lets you call the contact and delete the phone logs of the contact. See "Using Call History" in Chapter 2 for details.

Changing the number for sending text and multimedia messages

By default, the number that's entered to the Mobile field in the contact details is the primary phone number to which your text and multimedia messages are sent when you tap **Send Message** on the Contact Details screen.

If a contact has two or more mobile phone numbers for personal use and work, you can change the primary phone number on the Contact Details screen for sending messages to the contact.

1. On the Home screen, slide to the People tab and then tap **All People**.
2. Tap a contact from the contacts list.
3. On the Contact Details screen, tap the Change number button ( ) that appears on the right side of the Send Message item. On the subsequent screen, tap another phone number to use for sending text messages to the contact.



4. A new message is then created. Compose and send your message. (For more information about sending text and multimedia messages, see Chapter 7.)

4.7 Contact Groups

By organizing contacts into groups, sending messages to several contacts is a lot easier. Using groups to categorize contacts is also a way of filtering the contacts list so that browsing and finding contacts can be faster and easier.

Creating a contact group

Create a group of contacts so you can easily send a text or multimedia message to the group without having to add the addressed contacts to your message one by one.

1. On the Home screen, slide to the People tab and then tap **All People**.
2. Tap or slide to the **Groups** tab ( ).
3. Tap **New**. Enter a group name and then tap the Contact Photo icon ( ) to assign a photo to the group.
4. To add contacts to this group, tap **Add**. Select the contacts you want to add to the group, and then tap **OK**.
5. Tap **Done**.

Sending a text or multimedia message to a group

When sending a text or multimedia message, by default, the message will be addressed and sent to the Mobile number of each contact in the group. For more information about sending text and multimedia messages, see Chapter 7.

Filtering the contacts list by group

If you have a long list of contacts, you can more easily browse and find the contacts that you want by filtering the list to display only a certain group of contacts.

1. On the Home screen, slide to the People tab and then tap **All People**.
2. Tap **Menu > Filter**.
3. Select the group name that you want and then tap **Done**.

4.8 Facebook Updates and Events

If you and your stored contacts have Facebook accounts and you are connected to your Facebook account on your phone, you can easily check whether you and your contacts have new updates and events that occurred in Facebook.

Logging in and out of Facebook

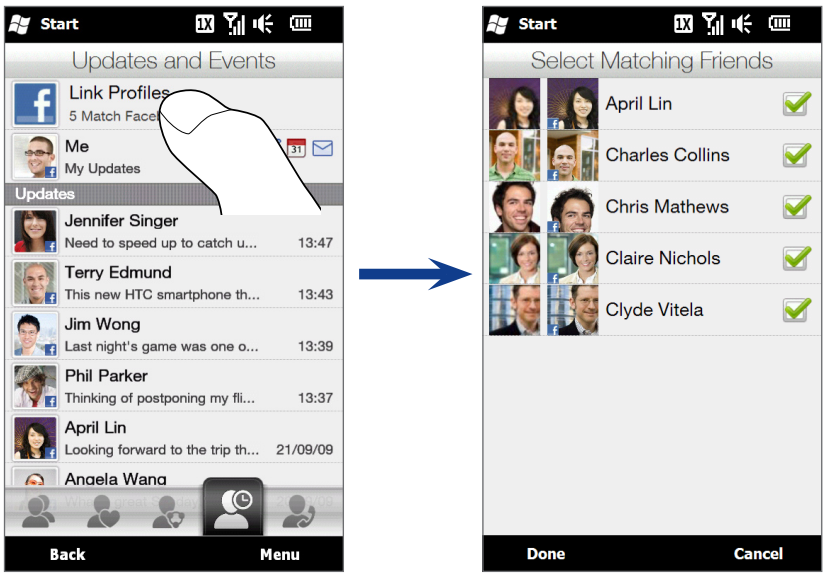
Easily log in or out of your Facebook account from the Home screen's Settings tab.

1. On the Home screen, slide to the **Settings** tab.
2. Tap **Data services**.
3. If you are not connected to your Facebook account, tap **Facebook**, enter the e-mail address and password that you use for your Facebook account, and then tap **Login**.
4. To log out of Facebook, tap the Off/On switch that appears to the right of the Facebook option. Tap **OK** to confirm and log out.

Checking all Facebook updates and events

You can check yours and other people's Facebook updates and events in one convenient location.

1. On the Home screen, slide to the People tab and then tap **All People**.
2. Tap the **Updates and Events** tab ( ).
3. If you haven't linked your stored contacts to their Facebook accounts, the Updates and Events tab will show a **Link Profiles** option. Tap this option, choose which contacts you want to link to Facebook, and then tap **Done**.



4. To check what Facebook updates you have, tap **Me** while you're on the **Updates and Events** tab. On the My updates screen, you'll then see the different types of updates, such as unread pokes, unread messages, unread event invites, and more. Tapping a type of update opens the Web browser and brings you to your Facebook site where you can view the update details.
5. In the Events list of the Updates and Events tab, you'll see the events of your contacts, such as someone's birthday or anniversary. Tap a contact in this list to open the Web browser so you can view more details about that contact's events.
6. When you tap a contact in the Updates list, you will see the complete status message of the contact and other Facebook updates of the contact.

Notes
- To manually refresh and display the latest Facebook updates, tap **Menu > Update Now**.
- To enable the Facebook updates to be refreshed automatically, tap **Menu > Settings** and then select the **Download data automatically** option. Your phone automatically checks from Facebook in a fixed time period.

Checking a contact's Facebook updates and events

To check only for a single contact's Facebook updates and events, you can select the contact from the contacts list first and then go to the Updates and Events tab from the Contact Details screen.

1. On the Home screen, slide to the People tab and then tap **All People**.
2. Tap a contact to open the Contact Details screen.
3. Tap the Updates and Events tab ( ).
4. In the Events list, tap a Facebook event to open the Web browser and view more information about the event.
5. In the Updates list, tap a Facebook update to open the Web browser and view details of that update.

Updating your Facebook status

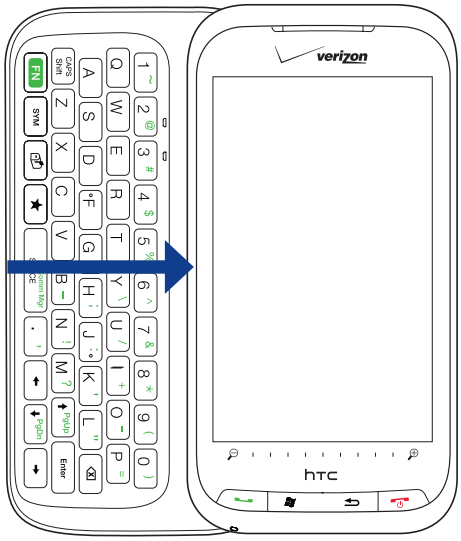
You can share your thoughts to your Facebook contacts directly from your phone.

1. On the Home screen, slide to the People tab and then tap **All People**.
2. Tap **Me** to open your own contact card.
3. Scroll to the bottom of the screen and then tap your Facebook name.
4. Enter your status message in the provided text box and then tap **Share**.

Chapter 5
Entering Text

5.1 The Hardware Keyboard

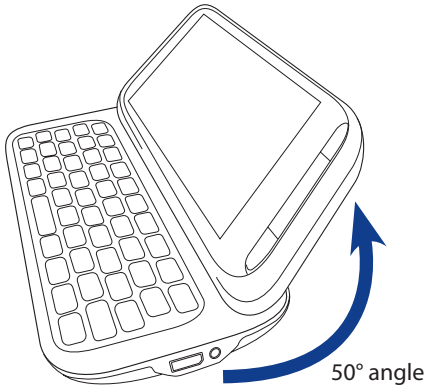
Your device comes with a QWERTY keyboard, which is similar to a standard keyboard on a computer. To use the keyboard, slide the screen panel to the right to reveal the keyboard.



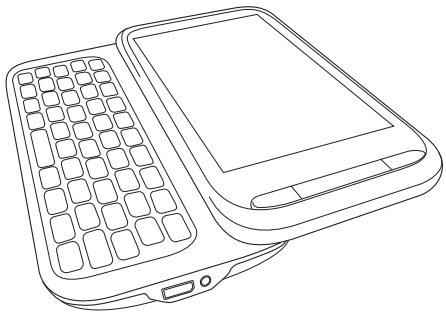
The screen orientation automatically switches to landscape mode when the keyboard is opened.

Adjusting the LCD screen angle

After sliding out the hardware keyboard, you can adjust the angle of the device screen to minimize glare and reflection.



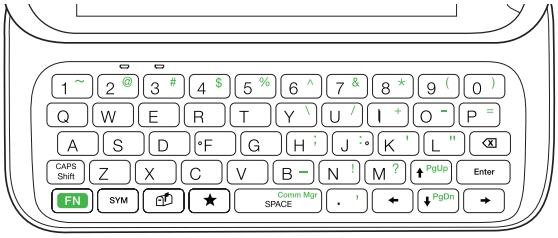
The maximum tilting angle of the screen is 50 degrees. Do not force the screen to tilt further than the maximum tilting angle as it will break the device.



Before you retract the screen, please be sure to adjust the screen angle back to the original horizontal position.

Using the hardware keyboard

You can do the following with the hardware keyboard:

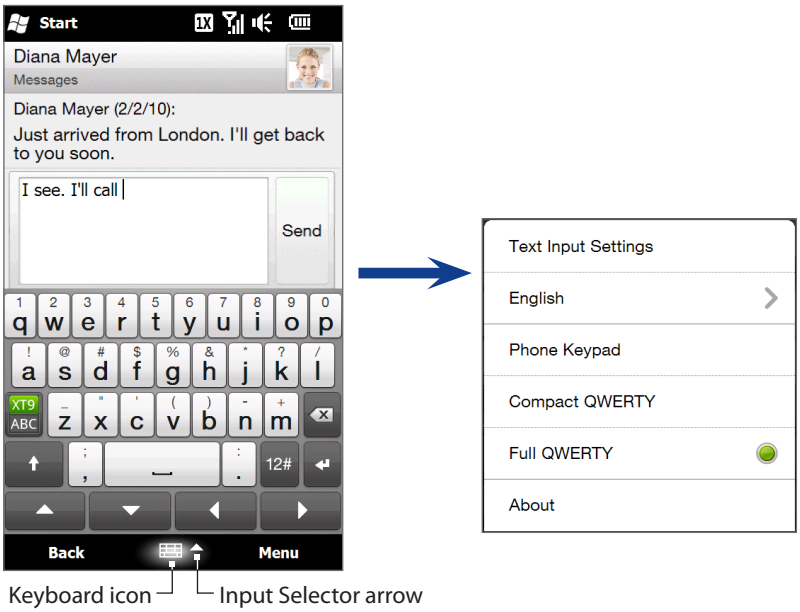


- To type lowercase letters and numbers, press the keys using your thumbs or fingers.
- To enter all uppercase letters, press CAPS Shift twice, or press FN first and then press CAPS Shift.
  To change back to all lowercase letters, press CAPS Shift again.
- To enter a single uppercase letter, press CAPS Shift and then press the corresponding key.
- To enter the symbol or punctuation mark, or launch the program that is printed at the upper right corner of a key, press FN, then press the corresponding key.
- To open the Symbol Pad, press FN and then press SYM.
- Press Enter to insert a hard return while typing.
- Press the arrow keys ← / → / PgUp / PgDn for directional movement.
- To delete the previous character, press ⌫.
- Press ✉ to open the Messaging program.
- Press Comm Mgr SPACE to enter a space.
- Press ★ (My Button) to launch your favorite application. See "Settings" in Chapter 3 for details on assigning an application to My Button.

5.2 Using the Onscreen Keyboard

When you start a program or select a field that allows you to enter text or numbers, a keyboard icon will be displayed at the bottom center of the screen to indicate that the onscreen keyboard is available for use. Tap the keyboard icon to display or hide the onscreen keyboard.

Tap the Input Selector arrow that appears next to the keyboard icon to open a menu from which you can select different keyboard layouts and customize text input settings. You can choose from these keyboard layouts: **Full QWERTY**, **Compact QWERTY**, and **Phone Keypad**.



Full QWERTY

The **Full QWERTY** is a full onscreen QWERTY keyboard layout similar to a desktop computer keyboard.

Compact QWERTY

The **Compact QWERTY** layout features two letters on each key. With its large, touch-friendly keys and enhanced features such as XT9 predictive input, you can enter text faster and more accurately.

Phone Keypad

The **Phone Keypad** is an onscreen keypad that has a layout similar to mobile phone keypads, plus some additional keys. The Phone Keypad has large keys and enhanced input features such as XT9 predictive input, which makes it faster for you to enter text in your messages and documents.

Onscreen navigation pad

Use the onscreen navigation pad for onscreen directional control.

On the navigation pad, tap the up, down, left, or right key to move the text cursor in the direction that you want while you are entering or editing text. If you are browsing a list, you can tap the up or down key to navigate the list and select an item from the list.

Entering text

1. Start a program that accepts text input, such as Word Mobile.
2. Tap the Input Selector arrow, and then select **Full QWERTY**, **Compact QWERTY**, or **Phone Keypad**.
3. Tap XT9 ABC to switch between using normal text entry (ABC mode) and XT9 predictive mode. To learn how to enter text in XT9 mode, see "Using Predictive Mode" in this chapter.
4. Switch the keyboard to normal text entry (ABC mode) and then start tapping keys on the keyboard to enter letters:
   - When using the Full QWERTY, tap keys on the keyboard as you would on a computer keyboard.

- When using the Compact QWERTY, tap a key once to enter the first letter that shows on the key. To enter the second letter, tap twice.
- When using the Phone Keypad, tap a key once to enter the first letter, twice to enter the second letter, or three times to enter the third letter that is shown on the key.

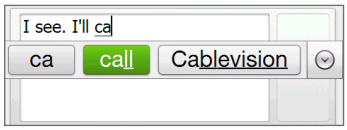
5. Tap the CAPS shift key ( ) to enter an uppercase letter. Tap this key twice to turn Caps Lock on when you need to enter consecutive uppercase letters.
6. Press and hold a key to enter a punctuation mark, symbol, or number that is shown on the upper half of the key. For example, to enter number 1, press and hold 1 q.
   If there are accented characters also associated with the key (such as vowel keys), tapping and holding the key displays a selection bar. Slide your finger right or left across the selection bar to choose the accented character that you want to insert to your text.
7. Tap 12# to choose from more symbols or use a number keypad for faster numeric entry. See "Entering Numbers and Symbols" for details.

5.3 Using Predictive Mode

XT9 is a predictive text input mode which displays a word suggestions list as you enter the first few characters so you just select the word that you want.

To enter text using XT9 mode

1. Make sure that the input mode is set to XT9 (XT9 ABC).
2. Start entering the first few letters of a word. As you enter each letter, suggested words will be displayed.
3. In the word suggestions list, the leftmost word shows the exact letters that you entered, while the other words are suggested words.



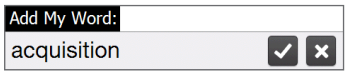
   If you don't see the word that you want, tap the down arrow icon ( ) to see more suggested words.
4. When you see the word that you want, tap the word to insert it into your text.
   When you see the word that you want highlighted in the suggestions list, you can also tap the Enter key or the Space bar to insert the word into your text.

To add a new word to the dictionary

While entering text using the Full QWERTY, Compact QWERTY, or Phone Keypad in XT9 predictive mode, tapping a suggested word (the highlighted word in the word suggestions list) will automatically add that word to the dictionary if it does not exist in the dictionary.

When using the Compact QWERTY or the Phone Keypad, you can also manually add new words to the dictionary.

1. While in XT9 mode, type a letter and then tap the down arrow icon ( ) on the right side of the word suggestions list.
2. Tap **Add word**.
3. Type the new word you want to add and then tap the check mark icon ( ).

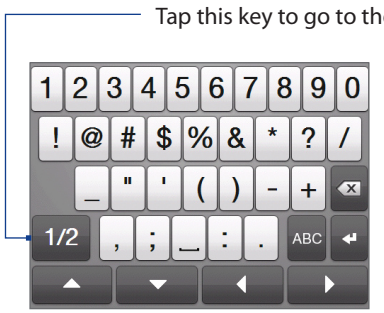


5.4 Entering Numbers and Symbols

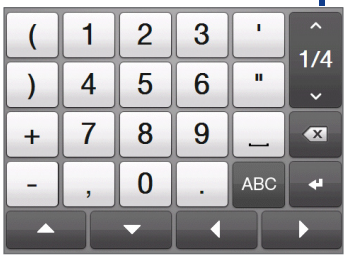
Tap 12# on the onscreen keyboard to switch to the numeric and symbol keyboard layout so you can easily enter numbers and common symbols such as parentheses, braces, currency signs, punctuation marks, special characters, and more.

To enter a number or symbol

Tap a number or symbol to insert it into your text. There are several pages of symbols that you can choose from.



Numeric and symbol keyboard layout in Full QWERTY



Numeric and symbol keyboard layout in Compact QWERTY and Phone Keypad

To enter accented characters

If you are using the Compact QWERTY or Phone Keypad, go to the last page of symbols to find accented characters.

- Tap an accented character to enter it to your text.
- Tap the CAPS shift key (⇧) to turn on Caps Lock and enter accented characters in uppercase. Tap again to change back to lowercase.
- Press and hold a key to choose from other similar accented characters. Slide your finger right or left across the selection bar to choose the accented character that you want to insert to your text.

To return to the alphabetic keyboard layout

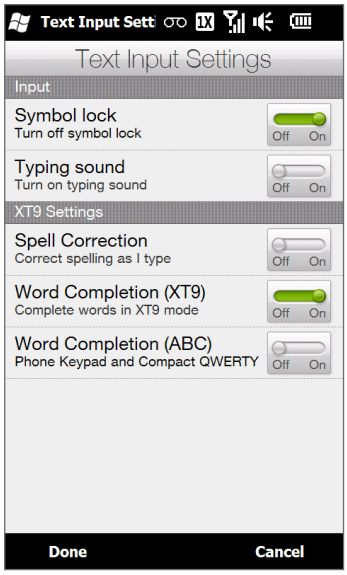
Tap ABC to go back to the alphabetic keyboard.

5.5 Text Input Settings

Text input settings can be accessed either from the keyboard layout selection menu or from the phone settings:

- From any of the keyboard layouts, tap the Input Selector arrow at the bottom of the screen and then tap Text Input Settings. Or,
- On the Home screen, slide to the Settings tab and then tap **Locale & text > Text input**.

On the Text Input Settings screen, tap the Off/On switches to enable or disable the various input settings. You can also view a basic tutorial on entering text with the onscreen keyboard.



Chapter 6
Synchronizing Information

6.1 Ways of Synchronizing Your Phone

You can take information wherever you go by synchronizing it to your phone. There are different ways you can sync your phone:

- Sync information from your computer to your phone.

  The following types of information can be synchronized:

  Microsoft Office Outlook information — Office Outlook email, contacts, calendar, tasks, and notes

  Notes created using Microsoft® Office OneNote® 2007

  Media — Pictures, music, and video

  Favorites — Website addresses you save as Favorites in Internet Explorer® on your phone or in the Mobile Favorites folder of Internet Explorer on your computer.

  Files — Documents and other files

- Sync your phone with your Outlook work account on the Exchange Server.

  For more information about setting up your phone to sync with the Exchange Server, see Chapter 8.

- Sync your phone with Microsoft My Phone.

If you have a Microsoft My Phone account, you can sync and restore the contacts, calendar appointments, photos, and other information that you stored on your account to your current Windows phone. See "Synchronizing With Microsoft My Phone" in this chapter for details.

6.2 Before Synchronizing With Your Computer

Before you can sync with your computer, you need to install and set up first the synchronization software on your computer. For more information, see "Setting Up Windows Mobile Device Center on Windows 7 and Windows Vista" and "Setting Up ActiveSync on Windows XP" in this chapter.

After installing the synchronization software on your computer, connect the phone to your computer using the USB sync cable. When the Connect to PC screen appears on your phone, tap **ActiveSync**, and then tap **Done**.

You can also sync information with your computer using Bluetooth. See "Synchronizing via Bluetooth" later in this chapter.

Notes

- ActiveSync or Windows Mobile Device Center only syncs data on your computer and phone. If you have installed a storage card and you want to back up files from the storage card, use Windows Explorer on your computer to copy files from the storage card to your computer.
- If you are sending your phone for repair or performing a hard reset, data from your phone will be lost. It is recommended that you sync your phone to your computer to back up your files. To back up files from the storage card to your computer, use Windows Explorer to copy files from the storage card to the computer.

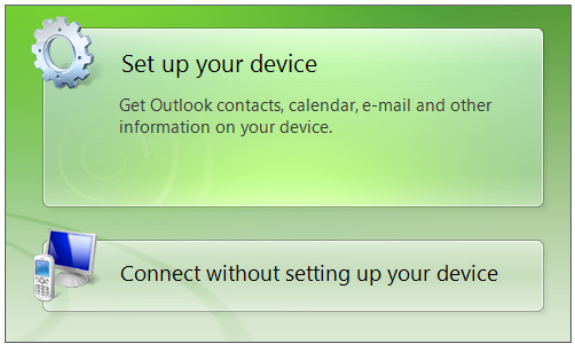
6.3 Setting Up Windows Mobile Device Center on Windows 7 and Windows Vista

Microsoft Windows Mobile® Device Center is the replacement for Microsoft® ActiveSync® on Windows 7 and Windows Vista®. Some versions of Windows 7 and Windows Vista come with Windows Mobile Device Center already installed. If Windows Mobile Device Center is not available on your computer, you can install it from the Getting Started Disc that came with your device.

Setting up synchronization in Windows Mobile Device Center

When you connect your device to your computer and start Windows Mobile Device Center for the first time, you are asked to create a Windows Mobile partnership with your device. To create a partnership:

1. Connect your device to your computer. Windows Mobile Device Center configures itself, then opens.
2. On the license agreement screen, click **Accept**.
3. On the Windows Mobile Device Center's Home screen, click **Set up your device**.


Set up your device
Get Outlook contacts, calendar, e-mail and other information on your device.
Connect without setting up your device

Note Choose **Connect without setting up your device** if you only want to transfer media files, check for updates, and explore your device but not synchronize Outlook information.

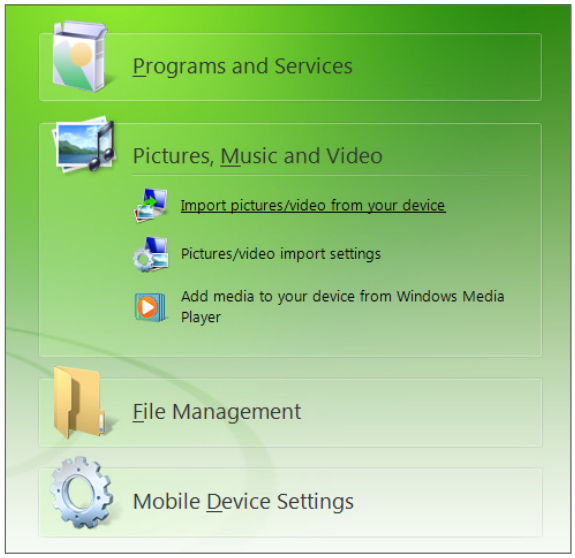
4. Select the items you want to synchronize, then click **Next**.
5. Enter a device name, then click **Set Up**.

When you finish the setup wizard, Windows Mobile Device Center synchronizes your device automatically. Outlook e-mail messages and other information appear on your device after synchronization.

Using Windows Mobile Device Center

To open Windows Mobile Device Center, click **Start > All Programs > Windows Mobile Device Center** on your Windows 7 or Windows Vista computer.

On Windows Mobile Device Center, you can do the following:


Programs and Services
Pictures, Music and Video
Import pictures/video from your device
Pictures/video import settings
Add media to your device from Windows Media Player
File Management
Mobile Device Settings

- Click **Mobile Device Settings** to change synchronization settings.
- When you click **Pictures, Music and Video > XX new pictures/video clips are available for import**, a wizard guides you to tag and transfer photos from your device to the Photo Gallery on your computer.
- Click **Pictures, Music and Video > Add media to your device from Windows Media Player** to synchronize music and video files using Windows Media® Player. For more information, see "Using Windows Media® Player Mobile" in Chapter 11.
- Click **File Management > Browse the contents of your device** to view documents and files on your device.

Note See Windows Mobile Device Center Help for more information.

6.4 Setting Up ActiveSync on Windows XP

On a Windows® XP computer, you need to use Microsoft ActiveSync® 4.5 or later. If you do not have this software on your computer, you can install it from the Getting Started Disc that came with your device or download and install it from: http://www.windowsmobile.com/getstarted.

Setting up synchronization in ActiveSync

1. Connect your device to your computer. The Synchronization Setup Wizard automatically starts and guides you to create a synchronization partnership. Click **Next** to proceed.
2. To synchronize your device with your computer, clear the **Synchronize directly with a server running Microsoft Exchange** check box, then click **Next**.
3. Select the information types that you want to synchronize, then click **Next**.
4. Select or clear the **Allow wireless data connections** check box according to your preference.
5. Click **Finish**.

When you finish the wizard, ActiveSync synchronizes your device automatically. Outlook e-mail messages and other information appear on your de vice after synchronization.

6.5 Synchronizing With Your Computer

Connect and synchronize your device with your computer using the USB cable or Bluetooth connection.

Starting and stopping synchronization

You can manually synchronize either from your device or computer.

From your device

Tap **Start > ActiveSync**, and then touch **Sync**. To end synchronization before it completes, tap **Stop**.

Tip To delete a partnership with one computer completely, disconnect your device from that computer first. In ActiveSync on your device, tap **Menu > Options**, tap the computer name, then tap **Delete**.

From Windows Mobile Device Center

1. Click **Start > All Programs > Windows Mobile Device Center**.
2. Click at the lower left of the Windows Mobile Device Center.

   To end synchronization before it completes, click .

From ActiveSync on your computer

When you connect your device to your computer, ActiveSync automatically opens on your computer and synchronizes.

- To manually start synchronization, click .
- To end synchronization before it completes, click .

Selecting information to synchronize

You can select the information types and the amount of information to synchronize for each type either on your device or your computer. Follow the steps below to change synchronization settings on your device.

Note Before changing synchronization settings on your device, disconnect it from your computer.

1. In ActiveSync on your device, tap **Menu > Options**.
2. Select the check box for any items you want to synchronize. If you cannot select a check box, you might have to clear the check box for the same information type elsewhere in the list.
3. To change synchronization settings for an information type, for instance, **E-mail**, select it and tap **Settings**. You can then set the download size limit, specify the time period of information to download, and more.

Notes

- Some information types such as Favorites, Files and Media cannot be selected in ActiveSync Options on your device. You can only select or clear these items from your computer's Windows Mobile Device Center or ActiveSync.
- A computer can have sync partnerships with many different Windows Mobile powered devices, but a device can have sync partnerships with at most two computers. To ensure that your device synchronizes properly with both computers, set up the second computer using the same synchronization settings you used on the first computer.
- Outlook e-mail can be synchronized with only one computer.

Troubleshooting sync connection problem

In some cases, when the computer connects to the Internet or a local network, it may disconnect the connection with your device in favor of the Internet or network connection.

If this happens, slide to the Settings tab of the Home screen, tap **Other > USB to PC**, and then clear the **Enable faster data synchronization** check box. This makes your computer utilize a serial USB connection with your phone.

6.6 Synchronizing via Bluetooth

You can connect and sync your phone with the computer using Bluetooth.

Note To connect and synchronize your device with a computer via Bluetooth, your computer must have a built-in Bluetooth or installed with a Bluetooth adapter or dongle.

To synchronize with a computer via Bluetooth

1. Set up Windows Mobile Device Center or ActiveSync on your computer to sync through Bluetooth. Make sure to set up a Bluetooth COM port on your computer. See the program's Help for instructions.
2. On your phone, tap **Start > ActiveSync**.
3. Tap **Menu > Connect via Bluetooth > Add a device**.
4. On the subsequent screen, a message is displayed, asking whether to turn on Bluetooth. Tap **Yes**.
5. Your phone then searches for Bluetooth devices within range and lists your computer name and other Bluetooth devices that are found. Tap your computer name in the list.
6. Enter an alphanumeric password, which can be 1 up to 16 characters, to create a secure Bluetooth connection with your computer, and then tap **OK**.
7. On your computer, accept the Bluetooth connection and enter the same password.
8. On the subsequent screen, select a serial port to use for ActiveSync, and then tap **Continue**.
9. The computer name now appears in the Devices tab ( ) of Bluetooth settings, with ActiveSync added as a service. Close the Bluetooth settings screen.

Check Windows Mobile Device Center or ActiveSync on your computer. You should be able to see now that your computer is connected to your phone. Once they're connected, you can sync information anytime through Bluetooth.

If your phone does not connect automatically to your computer, open ActiveSync on your phone, and then tap **Menu > Connect via Bluetooth > computer name** to connect your phone to your computer using Bluetooth.

6.7 Synchronizing Music and Video

If you want to carry your music or other digital media along with you while you travel, set up Windows Media® Player on your computer to synchronize music and video with your device.

Other than selecting the **Media** information type to be synchronized, all media synchronization settings must be set in Windows Media® Player. Before media can be synchronized, you must do the following:

- Install Windows Media® Player Version 11 on your computer. (Windows Media® Player 11 works only in Windows XP or later versions).
- Connect your device to the computer with a USB cable. If your device is currently connected using Bluetooth, you must end that connection before media can be synchronized.
- Set up a sync partnership between your device and your computer's Windows Media® Player.

See "Using Windows Media® Player Mobile" in Chapter 12 for details.

6.8 Synchronizing With Microsoft My Phone

Microsoft My Phone syncs information between your phone and a password-protected website hosted by Microsoft. You can back up and restore your contacts, calendar appointments, photos, and other information.

Note You can sync contacts, calendar, and tasks with My Phone only if your phone does not have a sync partnership with an Exchange Server.

Setting up your My Phone account

Whether you are setting up a new account or synchronizing to an existing account, the first step is to set up My Phone on your phone.

1. Tap **Start > Microsoft My Phone**.
2. Follow the instructions in the wizard to set up your My Phone account. During setup:
   - Sign in using your Hotmail® or Windows Live™ address and password.
   - Set the sync method to **Automatic** or **Manual**, depending on your preference.
   - Install updated My Phone software if you are asked to do so.

Changing sync settings

To change sync settings such as the sync schedule and items to synchronize, you need to access the settings from the menu.

To change which items to sync

1. Tap **Start > Microsoft My Phone**.
2. Tap **Menu > Sync Options**.
3. Select the items you want to include or exclude during synchronization.
4. Tap **Done**.

To adjust sync schedule and roaming settings

1. Tap **Start > Microsoft My Phone**.
2. Tap **Menu > Sync Schedule**.
3. Select from the available schedule options.
4. To enable automatic sync while roaming (when you are out of range of your home network), select the Use these settings when roaming check box.
5. Tap **Done**.

Stopping sync partnership with your My Phone Web account

You can stop synchronizing with your My Phone Web account on your phone. This does not delete the data that were synchronized to your phone and the data stored on your My Phone Web account.

1. Tap **Start > Microsoft My Phone**.
2. Tap **Menu > Account**.
3. Tap **Stop Using Service**, and then tap **Yes**.

Managing your My Phone Web account from your computer

You can use a Web browser on your computer to access your My Phone Web account and:

- Add, edit, or delete contacts, calendar appointments, and other types of information. Changes will be synchronized with your phone.
- View photos and videos that are stored on your My Phone account, delete them, save them to your computer, and more.
- Share photos directly on Facebook, Flickr™, MySpace™ and Windows Live.
- Locate your phone if you lose it, or protect your sensitive data (charges apply for some services).

To access your My Phone Web account from your computer, go to http://myphone.microsoft.com, and sign in using your Hotmail or Windows Live address and password.

Chapter 7
Exchanging Messages

7.1 Messaging

Messaging is a central location where you can find all types of messaging accounts, which include text messages (SMS) and e-mail accounts.

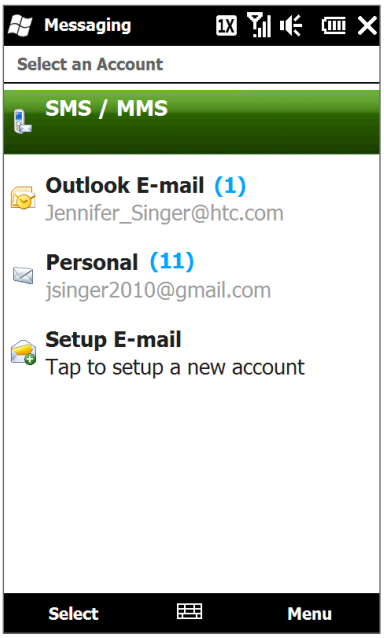
To select a messaging account

Do one of the following:

- Tap **Start > All Programs > E-mail**. The Account Picker screen then opens and you can select an account.
- While you are in a message list of a certain account, for example SMS/MMS, tap **Menu > Go To** to switch to other messaging accounts.

To configure message account settings

- Tap **Menu > Options** on the Account Picker screen; or
- Tap **Menu > Tools > Options** while you're in a message list.



Account Picker screen

To automatically add a signature in outgoing messages

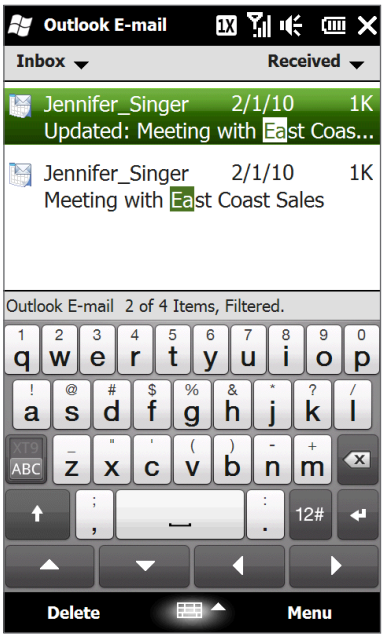
You can automatically add your name and other information as your signature in outgoing text and e-mail messages:

Note You need to specify your signature for each type of messaging account.

1. Tap **Start > All Programs > E-mail**, and then tap **Menu > Options**.
2. Tap **Signatures**.
3. Select the desired account.
4. Select the **Use signature with this account** check box.
5. In the text box, enter your signature.
6. To add the signature when you reply to or forward messages, select the **Use when replying and forwarding** check box, and then tap **OK**.

To filter the Inbox message list

When the SMS/MMS or e-mail Inbox on your device is full of messages, you can filter your Inbox to display only the messages that contain a particular sender or subject you are searching for.



To filter your Inbox

1. Tap **Start** > **All Applications** > **Messaging** and then tap a messaging account.
2. Enter the sender name or e-mail subject you want to look for. As you type characters, the message list narrows down to the sequence of characters you have entered.

   When filtering your e-mail Inbox, for example, entering "E", then "A" narrows the list to only the e-mail messages that contain sender names and e-mail subjects that start with "EA."

7.2 Sending Text Messages

Send short text messages (SMS) to other mobile phones. If you exceed the limit on the number of characters for a single text message, your text message will be delivered as one but will be billed as more than one message.

Creating and sending a new text message

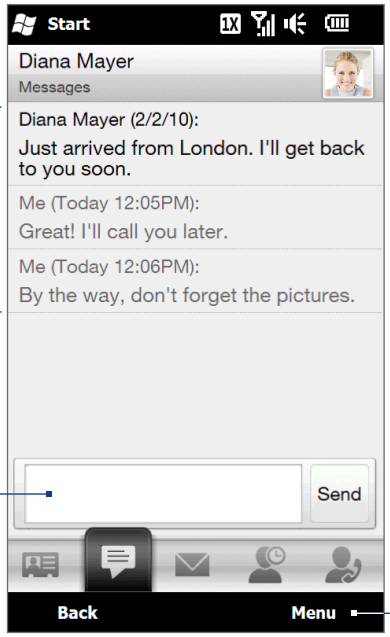
1. On the Home screen, slide to the **Messaging** tab.
2. Touch the **New Message** icon ( ) on the upper right side of the screen.
3. Add recipients. In the To field you can:
   - Start entering the first few letters of the recipient's name to display a matching list of names from your stored contacts. Each recipient in the results list may have several phone numbers. Tap the number to which you want to send your text message. To add another recipient, repeat the process.
   - Enter each recipient's mobile phone number separated by a semicolon (;).
   - Tap **Menu** > **Add Recipient** and then tap a contact from the list.
4. Enter your message.

   Tips • To choose from preset messages, tap **Menu** > **My Text** and tap a desired message.
   • To check the spelling, tap **Menu** > **Spell Check**.
5. When finished, tap **Send**.
6.

Managing text messages from a contact

You can easily read, reply or delete text messages that you received from a certain contact by opening his or her contact details and accessing the Messaging tab.

1. On the Home screen, slide to the **People** tab and then tap **All People**.
2. Touch the name of the desired contact. The Contact Details screen then appears.
3. Touch the **Messages** tab ( ).



Lists the exchange of text messages between you and the contact.

Enter your reply here and then touch **Send**.

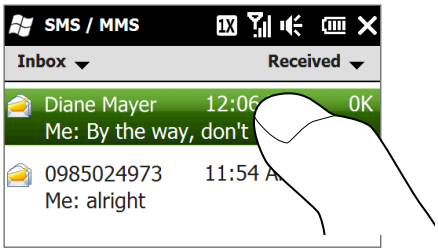
Touch **Menu** to forward a text message, delete messages, and more.

Managing text messages in the Inbox

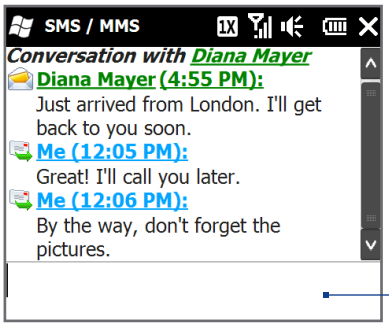
Text messages that are sent to and received from a contact (or number) are grouped as a single thread in your Inbox. Threaded text messages show your messages to and from a contact in a single conversation thread.

To open a thread and view the exchange of text messages

1. In the SMS / MMS Inbox, tap a message thread to open it.



2. You can tap links in the messages to directly open contact details, access a web site, send e-mail, or call the displayed number.


SMS / MMS
Conversation with Diana Mayer
Diana Mayer (4:55 PM):
Just arrived from London. I'll get back to you soon.
Me (12:05 PM):
Great! I'll call you later.
Me (12:06 PM):
By the way, don't forget the pictures.

- Tap the sender name to open the Contact Details screen.
- If the sender is not in your contacts, tap the mobile phone number to call the number, reply to the sender, or save it as a new contact.

Enter your reply here.

To reply to a text message

At the bottom of the screen, type your reply message and then tap **Send**.

To delete a message in the thread

1. In the SMS/MMS Inbox, tap a message thread to open it.
2. Tap the up or down navigation key at the bottom of the on-screen keyboard to select a message in the thread.
3. Tap **Menu** > **Delete**.

To delete all messages in a thread

In the SMS/MMS Inbox, tap and hold a message thread, and then tap **Delete**.

Placing a call to the sender of a text message

While you are viewing a text message on the Home screen's Messages tab, you can directly call the sender of the message.

1. While viewing the text message, press the TALK/SEND button.
2. The Phone dialer screen then opens, with the sender's phone number automatically filled in and ready to be dialed. To place the call, press TALK/SEND again.

Tapping a phone number that is contained in a text message also allows you to call that number.

Changing the message list layout

By default, the text messaging inbox is in **Threaded mode**. When text messages are threaded, there are certain functions that cannot be used, such as marking messages as unread, forwarding, and moving text messages to other mailbox folders.

You can change to **Classic mode** so that each text message will be individually stored in the inbox and you can use the above-mentioned functions with your text messages.

To change the text messaging inbox to Classic mode

1. Tap **Start** > **Settings** > **Other** > **Text Messaging**.
2. In Text messaging layout, select **Classic**.
3. Tap **Done** and then restart your phone.

7.3 MMS

With your phone, you can send multimedia messages (MMS) that include text, a photo or video, audio, slideshow, and other attachments such as a person's contact information or a calendar appointment.

Notes
- Multimedia messaging is a charged service and has to be provisioned on your mobile phone account. Contact Verizon to have MMS provisioned as part of your calling plan.
- Make sure the size of MMS messages that you send is within the limits allowed by Verizon.

Creating and sending MMS messages

You can compose MMS messages in a combination of slides, where each slide can consist of a photo, video or audio clip, and/or text.

To compose an MMS message

1. On the Home screen, slide to the **Messaging** tab, and then tap **All Messages**.
2. Do one of the following:
   - Tap **Menu** > **New** > **Video Message** to create an MMS message containing video and text.
   - Tap **Menu** > **New** > **Picture Message** to create an MMS message containing images, audio, and text.

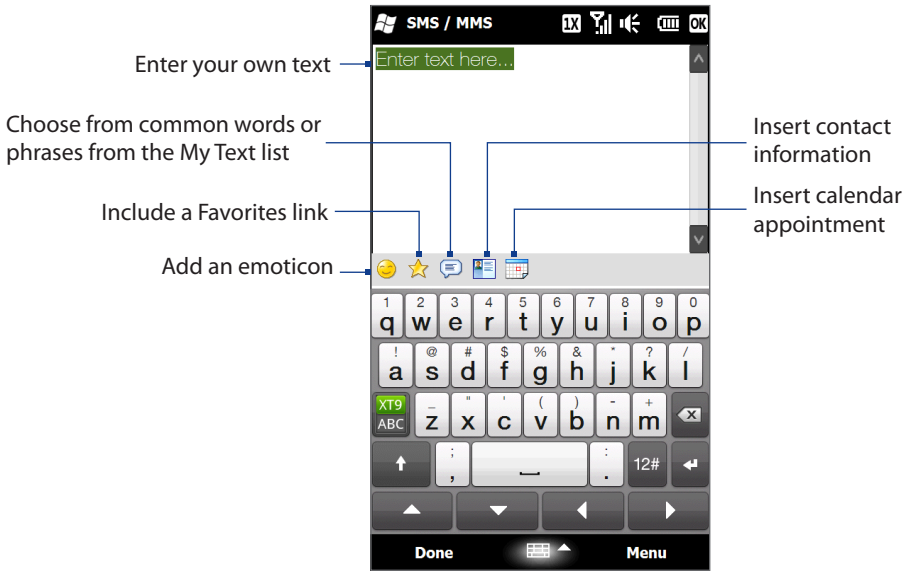
3. Add recipients. In the **To** field you can:
   - Start entering the first few letters of the recipient's name to display a matching list of names from your stored contacts. Each recipient in the results list may have several phone numbers or e-mail addresses. Tap the number or e-mail address to which you want to send your MMS message. To add another recipient, repeat the process.
   - Enter each recipient's mobile phone number or e-mail address separated by a semicolon (;).
   - Tap **Menu > Add Recipient** and then tap a contact from the list.

   Note You may need to scroll up to see the Cc and Bcc fields.
4. Enter a subject for your message.
5. Tap the **Insert** icon ( )to insert a photo or video clip. When selecting a photo or video clip, you can:
   - Tap a photo to insert it into the Picture message.
   - Tap a video clip to insert it into the Video message.
   - Tap to take a photo and insert it into the Picture message.
   - Tap to record MMS video and insert it into the Video message.
   - Tap to quit selection and return to the Picture or Video message.
6. Enter text and insert audio clips by tapping the respective areas. See "To add text to a Picture or Video message" and "To add an audio clip to a Picture message" for details.
7. To add more slides, tap or tap **Menu > Slides > Insert Slide**. Repeat steps 5 and 6 to add photos/videos, text, and audio to your slides.
8. Tap **Send** to send the MMS message.

Tip You can also send an MMS message from Pictures & Videos, Album, or the Camera program.

To add text to a Picture or Video message

When you tap **Insert text here** on your Picture or Video message, an empty screen appears where you can enter your text. You can insert the following types of information:



Tip To edit or delete a phrase on the My Text list, tap and hold a string, and then tap **Edit** or **Delete** from the shortcut menu. To add a new phrase, tap **New**.

To add an audio clip to a Picture message

You can add one audio clip per slide in your Picture message.

1. Tap **Insert audio** on your Picture message.

   By default, the My Documents is shown. Tap **My Music** or another folder that contains audio files. When navigating folders, tap the down arrow ( ) to return to the upper folder.
2. Select an audio file. When selected, you can:
   - Tap ▶ to play the audio clip, ⏸ to pause, or ■ to stop playback.
   - Tap **Select** to insert it to the MMS message.
   - Tap ✕ to quit selection and return to your MMS message.

Note To record a new audio clip and add it to your MMS message, tap . The Record pop-up window then opens. Tap **Record** to start recording, and **Stop** to end the recording. Tap **Play** to listen to the recorded audio clip, then tap **Add**. The new audio clip is then inserted to the MMS message.

Viewing and replying to MMS messages

To view a received MMS message

1. In the SMS/MMS Inbox, tap a received video or picture message to open it.
2. The video message is then played, or the picture message is displayed. Use the playback controls at the bottom of the screen to stop or resume playback, display in full screen, and switch between slides if there are several slides contained in the message.
3. Tap **Contents** to see a list of files included in the message. On the Message Contents screen, you can do the following:
   - To save a file, select it, and tap **Menu > Save**.
   - To save the contents of a text file to the My Text list, tap **Menu > Save into My Text**.
   - To associate a photo to one of your contacts, tap **Menu > Assign to Contact**.

To reply to an MMS message

1. In the SMS/MMS inbox, highlight a received video or picture message. To highlight a message, open the hardware keyboard or an on-screen keyboard and use the Up or Down button to highlight.
2. Tap **Menu > Reply**.
3. Select whether to reply using a video message or picture message, and then tap **Done**.
4. Compose your video or picture message, and then tap **Send**.

To block a phone number from sending you MMS messages

If you do not want to receive MMS messages from a particular sender, you can add the sender's phone number to the MMS Blacklist.

1. When you receive a new MMS message, open and view the message.
2. To avoid receiving MMS messages from this sender next time, tap **Menu > Show > Contact Details**.
3. Tap **Menu > Save to Blacklist**.
4. Tap **Done**.

Tip To unblock a phone number and allow the sender to send you MMS messages, remove the number from the Blacklist. Go to the SMS/MMS Inbox, tap **Menu > MMS Options > Blacklist** tab, tap and hold the phone number in the Blacklist, and then tap **Delete**.

Configuring MMS settings

1. On the Home screen, slide to the **Messaging** tab, and then tap **All Messages**.
2. Tap **Menu > MMS Options**. The Settings screen then appears.
3. In the **Preferences** tab, choose from the available options according to your needs.
4. Tap **OK**.

7.4 E-mail

You can set up the following types of e-mail accounts on your device:

- Outlook e-mail that you sync with your computer or the Exchange Server.
- E-mail account that you have from an Internet Service Provider (ISP) or other e-mail provider.
- Web-based e-mail accounts.
- Custom domain e-mail accounts. The e-mail domain name is hosted by a different e-mail provider. For more information, search for "custom domain e-mail" in the Help on your device.
- Work account that you access using a VPN connection.

Synchronizing Outlook e-mail with your computer

If you have installed the synchronization software on your computer and created a partnership with your device, then your device is ready to send and receive Outlook e-mail.

If you have not yet installed the synchronization software nor created a partnership, do so by following the procedures in Chapter 5.

Tip To set up your company e-mail account so that you can access Outlook e-mail messages wirelessly, you must set up your device to synchronize via an over-the-air connection with your company's Exchange Server. For more information about synchronizing with your company e-mail server, see Chapter 7.

Setting up an Internet e-mail account

Use Windows Mobile's E-mail Setup Wizard to set up a POP3 or IMAP4 e-mail account on your device if you have an e-mail account from an Internet service provider (ISP) or other e-mail service provider, or a web-based account. You can also add a work account that you access using a VPN server connection as a POP3/IMAP4 account.

Note You can also set up an Internet e-mail account from the Home screen's Mail tab using the simplified Mail Setup. See "Mail" in Chapter 3 for details.

1. Tap **Start > All Programs > E-mail > Setup E-mail**.
2. Tap the e-mail provider, or tap **Other** if your e-mail provider is not on the list.
3. Enter your **E-mail address** and the **Password** for your e-mail account and select the **Save password** option. Tap **Next**.
4. If e-mail provider settings are found preconfigured on your device, the E-mail Setup wizard shows a successful message. Tap **Next**.

   If the settings are not found on your device, select the **Try to get e-mail settings automatically from the Internet** check box to find and download e-mail server settings from the Internet and then tap **Next**.

   Note You may be charged when your device connects to the Internet and downloads the e-mail server settings.
5. Enter Your name and the Account display name and then tap **Next**.

   Note If the E-mail Setup wizard was unsuccessful in finding and downloading settings from the Internet, select **Internet e-mail** from the **Your e-mail provider** list on the next screen. You will be asked to enter e-mail server settings. See "To specify e-mail server settings" for details.
6. In the **Automatic Send/Receive** list, choose how often you want e-mail messages to be automatically sent and downloaded on your device.

   Note Tap **Review all download settings** to select download options, set the e-mail format as HTML or plain text, and more. For more information, see "To customize download and format settings."
7. Tap **Finish**.

To specify e-mail server settings

If Auto Setup is unsuccessful, contact your ISP or e-mail provider for the **Incoming mail server** and **Outgoing mail server** settings so you can enter them on your device.

Other options that you can select include the following:

- Select the **Outgoing server requires authentication** check box, if required by your provider.
- If the outgoing e-mail server requires a different user name and password for sending e-mail, clear the **Use the same user name and password for sending e-mail** check box. You will be prompted to enter this information.

- Tap **Advanced Server Settings**, then select the **Require SSL** check boxes if your e-mail provider uses an SSL connection for more secured e-mail. From the **Network connection** list, select the data connection that you use for connecting to the Internet.

To customize download and format settings

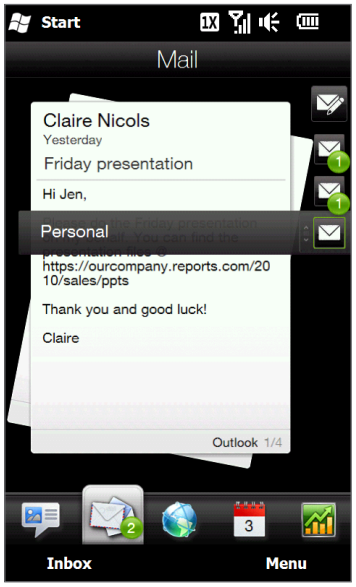
Before you tap **Finish** when setting up your POP3 or IMAP4 e-mail account, you can tap the **Review all download settings** link at the bottom of the screen to choose download options, message format, and other settings.

Options	Description
Automatic Send/Receive	Select a time interval for connecting to the Internet automatically to send and receive messages.
Download messages	Set the number of days of messages that you want to be downloaded to your device.
Send/receive when I click Send	By default, messages are immediately delivered when you tap **Send**. If you prefer to save outgoing messages to the Outbox folder first, clear the check box. (In this case, you will need to manually send messages by tapping **Menu > Send/ Receive**).
Use automatic send/receive schedule when roaming	This allows your device to data roam when there is a set time interval for connecting to the Internet automatically. Since this may result in higher connection costs, you may want to leave the check box cleared.
When deleting messages	Choose whether to delete messages from the mail server when you delete them on your device.
Message format	Select HTML or Plain Text.
Message download limit	Select the e-mail download size. If you have large volumes of e-mail, use a lower size or select to download headers only.

Creating and sending an e-mail message

After setting up e-mail accounts on your device, you can start sending and receiving e-mail messages.

1. On the Home screen, slide to the **Mail** tab.
2. At the right side of the screen, tap an e-mail account you want to use, or slide your finger up or down until you have selected the desired account.
3. Touch the **New E-mail** icon ( ).
4. Add recipients. In the **To** field you can:
   - Start entering the first few letters of the recipient's name to display a matching list of names from your stored contacts. Each recipient in the results list may have several e-mail addresses. Tap the e-mail address to which you want to send your e-mail message. To add another recipient, repeat the process.
   - Enter each recipient's e-mail address separated by a semicolon (;).
   - Tap **Menu > Add Recipient** and then tap a contact from the list.



5. Enter a subject and compose your message.
   Tips • To choose from preset messages, tap **Menu > My Text** and tap a desired message.
   • To check the spelling, tap **Menu > Spell Check**.
6. To add an attachment to your message, tap **Menu > Insert** and tap the item you want to attach: **Picture**, **Voice Note**, or **File**. Select the file or picture you want to attach, or record a voice note.
7. When finished composing the message, tap **Send**.

Tips
- For more information about entering text and symbols, see Chapter 5.
- To set the message priority, tap **Menu > Message Options**.
- If you are working offline, e-mail messages are moved to the Outbox folder and will be sent the next time you connect.

Viewing and replying to e-mail messages

To view an e-mail message

1. On the Home screen, slide to the **Mail** tab, select the e-mail account, and then tap **Inbox**.
2. Tap an e-mail to open it.

To download a complete e-mail

By default, long e-mail messages that you receive contains only the first few kilobytes of the message. When you open an e-mail, it displays only the headers and part of the message. You must download the whole e-mail to view the complete content.

To download a complete e-mail message, open the e-mail, and then do one of the following:

- Finger-scroll to the end of the message, and tap **Get entire message and any attachments** (POP3 e-mail account) or tap **Get the rest of this message** (IMAP4 and Outlook e-mail accounts).
- Tap **Menu > Download Message**.

Notes

- The Fetch Mail feature, which is available for POP3 and IMAP4 Internet e-mail accounts, downloads an entire e-mail without the need for you to perform a full synchronization. This limits the download to just the e-mail message that you want and helps save data cost.

  Fetch Mail is also available for Outlook E-mail. See "Instant download through Fetch Mail" in Chapter 8 for details.
- Download may take some time, depending on the speed of your Internet connection, size of the whole e-mail, and whether file attachments are automatically downloaded.

To download file attachments

- **POP3 e-mail account:**
  File attachments are automatically downloaded when you download a complete e-mail.
- **IMAP4 and Outlook e-mail accounts:**
  File attachments appear below the subject of an e-mail message. Tapping an attachment opens the attachment if it has been fully downloaded or marks it for download the next time you send and receive e-mail.

  You can set automatic download of file attachments. See "Customizing e-mail settings" in this chapter for details.

To reply to or forward a message

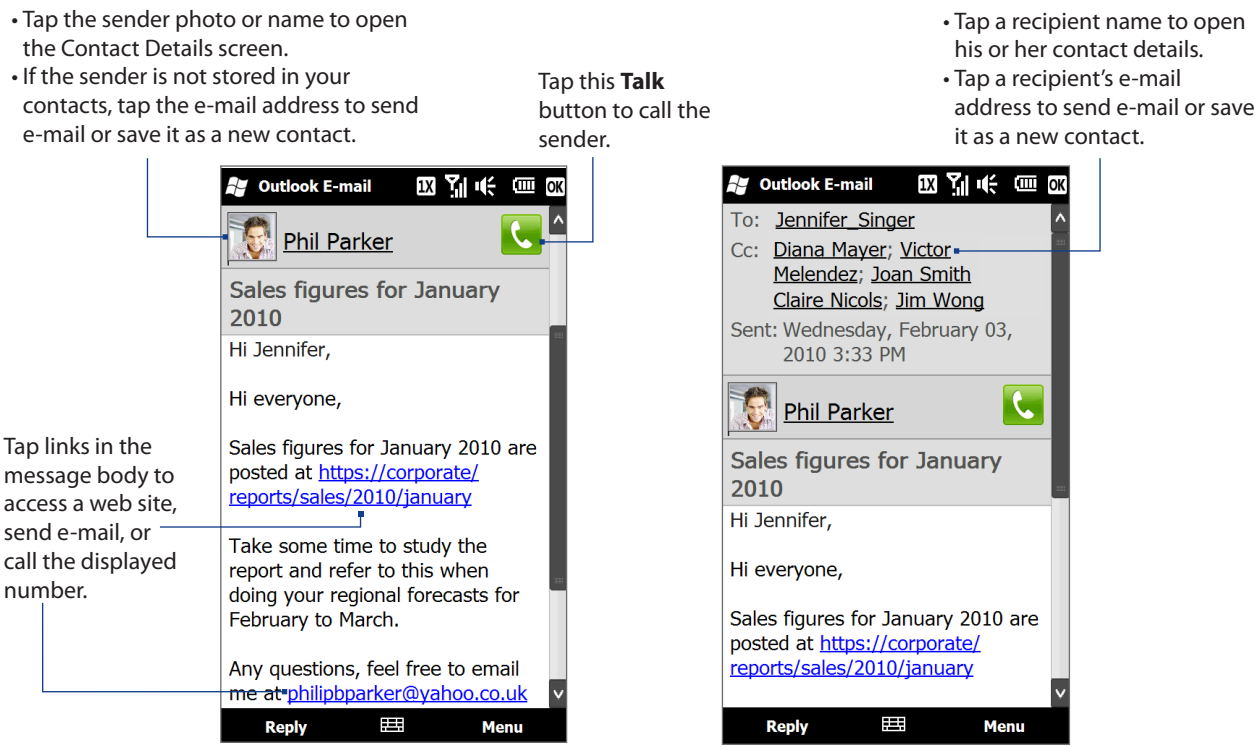
1. On the Home screen, slide to the **Mail** tab, select the e-mail account, and then tap **Inbox**.
2. Open the message and tap **Menu > Reply**, **Menu > Reply All**, or **Menu > Forward**.
3. Enter your reply message, and then tap **Send**.

Notes

- You can receive and view HTML e-mail messages from any type of e-mail account. The HTML format is retained, without layout shifting or resizing. HTML e-mail support in Outlook Mobile is available only if you are synchronizing your device with Microsoft Exchange Server 2007.
- When replying using an Outlook e-mail account, you can customize ActiveSync to exclude addresses, including your own, from being added to the recipient list. Tap **Menu > Options** in ActiveSync, select the **E-mail** item, tap **Settings**, and then tap **Advanced**. In the **My e-mail addresses** text box, enter the e-mail addresses that you want to exclude.

Directly making calls from an e-mail

While reading an e-mail, you can directly place a call to the sender, start a conference call, access contact details, and more.


• Tap the sender photo or name to open the Contact Details screen.
• If the sender is not stored in your contacts, tap the e-mail address to send e-mail or save it as a new contact.
Tap this **Talk** button to call the sender.
• Tap a recipient name to open his or her contact details.
• Tap a recipient's e-mail address to send e-mail or save it as a new contact.
Tap links in the message body to access a web site, send e-mail, or call the displayed number.
Outlook E-mail
Phil Parker
Sales figures for January 2010
Hi Jennifer,
Hi everyone,
Sales figures for January 2010 are posted at https://corporate/reports/sales/2010/january
Take some time to study the report and refer to this when doing your regional forecasts for February to March.
Any questions, feel free to email me at philipbparker@yahoo.co.uk
Reply
Menu
Outlook E-mail
To: Jennifer_Singer
Cc: Diana Mayer; Victor Melendez; Joan Smith Claire Nicols; Jim Wong
Sent: Wednesday, February 03, 2010 3:33 PM
Phil Parker
Sales figures for January 2010
Hi Jennifer,
Hi everyone,
Sales figures for January 2010 are posted at https://corporate/reports/sales/2010/january
Reply
Menu

Note If the sender's name or e-mail address is shown on the e-mail message with a **Search** button ( ) and you have an Exchange Server e-mail account set up on your device, you can tap this button to search for the sender from the Company Directory. For more information about finding contacts in the Company Directory, see Chapter 7.

Synchronizing e-mail messages

Synchronizing e-mail messages ensures that new e-mail messages are downloaded to the device Inbox folder, e-mail messages in the Outbox folder are sent, and e-mail messages deleted from the server are removed from your device. The manner in which you synchronize e-mail messages depends on the type of e-mail account you have.

To automatically synchronize an Outlook e-mail account

1. Connect your device to your computer through USB or Bluetooth.

   Otherwise, connect through Wi-Fi, or a data connection if you are synchronizing Outlook e-mail with the Exchange Server. For more information, see Chapter 8.
2. Synchronization automatically begins, and your device sends and receives Outlook e-mail.

To manually synchronize your Outlook or Internet e-mail account

On the Home screen, slide to the **Mail** tab, select the e-mail account, and then tap **Menu > Send/Receive**.

Customizing e-mail settings

To change the download size and format for Outlook e-mail

1. Disconnect your device from the computer.
2. Tap **Start** > **ActiveSync**.
3. Tap **Menu** > **Options**, select **E-mail**, then tap **Settings**.
4. On the E-mail Sync Options screen:
   - Under **Message format**, select HTML or Plain Text. HTML is only available when connected to Microsoft Exchange Server 2007 or later.
   - Under **Download size limit**, select the desired e-mail size.
5. Close ActiveSync and reconnect your device to the computer.

To change the download size and format for Internet e-mail

1. Tap **Menu** > **Options** on the Account Picker screen, or tap **Menu** > **Tools** > **Options** while you're in a message list.
2. Tap your POP3 or IMAP4 Internet e-mail account.
3. Tap **Download Size Settings**.
4. Under **Message format**, select **HTML** or **Plain Text**.
5. Under **Download size limit**, select the desired e-mail size.
6. Tap **Done**.

To automatically receive attachments on Outlook e-mail messages

1. Tap **Start** > **ActiveSync**.
2. Tap **Menu** > **Options**.
3. Tap **E-mail** > **Settings**, and then select **Include file attachments**.

To automatically receive attachments on IMAP4 e-mail messages

1. Tap **Menu** > **Options** on the Account Picker screen, or tap **Menu** > **Tools** > **Options** while you're in a message list.
2. Tap the name of your IMAP4 e-mail account.
3. Tap **Download Size Settings**.
4. In **Download attachments**:
   - Select All attachments to always download file attachments; or
   - Select a file size limit for auto-downloading attachments.
5. Tap **Done**.

To store attachments on the storage card

1. Tap **Start** > **All Programs** > **E-mail**.
2. Tap **Menu** > **Options** > **Storage** tab.
3. Select the **When available, use this storage card to store attachments** check box.

Chapter 8
Working With Company E-mail and Meeting Appointments

8.1 Synchronizing with the Exchange Server

To keep up-to-date with your company e-mail messages and meeting schedules while you're out of the office, you can connect your device to the Internet through Wi-Fi or a data connection and synchronize with your company's Exchange Server.

Setting up an Exchange Server connection

Before you can synchronize or access information on the Exchange Server, you need to set up an Exchange Server connection on your device. You need to get the Exchange Server name (must be Outlook Web Access server name), domain name, user name, and the password that you use at work from your network administrator and enter them on your device.

Note You can set up an Outlook e-mail account that synchronizes with the Exchange Server from the Home screen's Mail tab using the simplified Mail Setup. See "Mail" in Chapter 3 for details.

If you have not synchronized your device with your computer, follow these steps to set up an Exchange Server connection.

1. Tap **Start > All Programs > E-mail > Setup E-mail > Microsoft Exchange.**
2. Enter the **E-mail address** and **Password** for the e-mail account and select the **Save password** option. Tap **Next**.
3. Clear the **Try to get e-mail settings automatically from the Internet** option and tap **Next**.
4. In **Your e-mail provider**, select **Exchange server** and tap **Next**.
5. Tap **Next** again.
6. Select the **Attempt to detect Exchange Server Settings automatically** option and tap **Next**.
7. Enter the **Domain** name and tap **Next**.
8. In **Server address**, enter the Exchange Server address and tap **Next**.
9. Select the items that you want to sync with the Exchange Server.

   Tips
   - To change synchronization settings of an information item, for example, E-mail, select the item, and then tap **Settings**.
   - To change the rules for resolving synchronization conflicts, tap **Menu > Advanced**.

10. Tap **Finish**.

Notes
- If you synchronized e-mail messages with your computer before, open ActiveSync on your device, and then tap **Menu > Add Server Source** to set up an Exchange Server connection. When prompted to select information types for synchronization, you must first clear the **E-mail** check box under the Windows PC item before you can select **E-mail** under Exchange Server.
- To change Exchange Server settings, open ActiveSync on your device, and then tap **Menu > Configure Server**.

Starting synchronization

Before you start synchronizing with the Exchange Server, make sure your device has been set up with a Wi-Fi or data connection to the Internet so that you can synchronize over the air. For more information about connections, see Chapter 9.

After you finish setting up an Exchange Server connection, your device automatically starts synchronization.

To manually start synchronization, tap **Start > ActiveSync,** and then tap **Sync**.

Note If you connect your device to your office computer via a USB or Bluetooth connection, you can use this connection to the computer to "pass through" to the network and download Outlook e-mail messages and other information to your device.

8.2 Working With Company E-mail Messages

Your device gives you instant access to your company e-mail messages and lets you manage your messages easier. Direct Push, Fetch Mail, Remote e-mail search, and e-mail flags are just some of the tools you can use to manage your e-mail messages.

Note Some messaging features depend on the Microsoft Exchange Server version used in your company. Check with your network administrator for the availability of these features.

Automatic synchronization through Direct Push

Direct Push technology (push e-mail feature) enables you to receive new e-mail messages on your device as soon as they arrive in your Inbox on the Exchange Server. Items such as contacts, calendar and tasks are also immediately updated onto your device when these items have been changed or new entries have been added on the Exchange Server. To make Direct Push work, you need to have a Wi-Fi or data connection on your device.

You need to perform a full synchronization between your device and the Exchange Server before Direct Push can be enabled.

Requirement The Direct Push feature works for your device only if your company is using Microsoft Exchange Server 2003 Service Pack 2 (SP2) with Exchange ActiveSync or later.

To turn on Direct Push in Comm Manager

1. Tap **Start > Settings**, and then tap **Wireless controls**.

   Tip You can also tap **Start > All Programs > Comm Manager**.
2. On the Comm Manager screen, touch the OFF/ON slider at the right side of the **Microsoft Direct Push** item.

To turn on Direct Push in ActiveSync

1. Tap **Start > ActiveSync** and then tap **Menu > Schedule**.
2. Select **As items arrive** in the **Peak times** and **Off-peak times** boxes.

Note When Direct Push is off, you need to manually retrieve your e-mail messages.

Scheduled synchronization

If you do not want to use Direct Push, you can set a regular schedule for synchronizing Outlook e-mail and information.

1. Tap **Start > ActiveSync** and then tap **Menu > Schedule**.
2. Select from the available options to set the synchronization schedule.

   Tip You can select a shorter interval in the Peak times box and a longer interval in the Off-peak times box, so that your e-mail messages are synchronized more frequently when you are working. To set the days and hours that make up your peak and off-peak times, tap the **peak times** link at the bottom of the screen.

Instant download through Fetch Mail

The **Fetch Mail** feature downloads an entire e-mail immediately without the need for you to perform a full Send/Receive action. This limits the download to just the e-mail message that you want and helps save data cost.

Requirement Fetch Mail works for your device only if your company is using Microsoft Exchange Server 2007 or later.

1. Tap **Start > All Programs > E-mail > Outlook E-mail**.
2. Open an e-mail message.
3. By default, only the first few words of the message are shown. To download the whole e-mail, finger-scroll to the end of the message, and then tap **Get the rest of this message**.
4. Wait for the remainder of the message body to download.

Notes
- For information about changing e-mail sync options such as setting the download size for e-mail, see "Customizing e-mail settings" in Chapter 7.
- When you receive an e-mail that contains a link to a document such as a PDF or Microsoft Office document located on SharePoint or an internal file server, you can tap the link to view the document on your device. You can view the document only if you have a Microsoft Outlook account that synchronizes with Microsoft Exchange Server 2007 or later. Exchange Server must also be set up to allow access to SharePoint document libraries or internal file servers.

Searching for e-mail messages on the Exchange Server

You can access e-mail messages that are not available on your device by searching your Microsoft Exchange Server mailbox. The search results are downloaded and displayed in a Search Results folder.

Requirement Your company must be using Microsoft Exchange Server 2007 or later.

1. Tap **Start > All Programs > E-mail > Outlook E-mail**.
2. Tap **Menu > Tools > Search Server**.
3. In the **Look for** text box, enter the search keyword.
4. Choose the date range of messages to search from.
5. In the **Look in** list, specify whether to search in the **Inbox**, **Sent Items**, or **All Folders**, and then tap **Search**.

Tip To clear the search results and return to the message list, tap **Menu > Clear Results**.

Flagging your messages

Flags serve as a reminder for you to follow-up on important issues or requests contained in e-mail messages. Flagging messages, which has been a useful feature on desktop Outlook E-mail, can also be done in Outlook Mobile on your device. You can flag received e-mail messages on your device.

Requirement Flags are enabled only if e-mail messages are synchronized with Microsoft Exchange Server 2007 or later. Flags are disabled or hidden if e-mail messages are synchronized with earlier versions of Microsoft Exchange Server.

To flag or unflag a message

1. Tap **Start > All Programs > E-mail > Outlook E-mail**.
2. Tap a message.
3. Tap **Menu > Follow up** and select one of the following options:
   - **Set Flag** Mark the message with a red flag to remind yourself to follow it up.
   - **Complete Flag** Mark the message with a check mark to indicate that the issue or request in the e-mail is already completed.
   - **Clear Flag** Remove the flag to unmark the message.

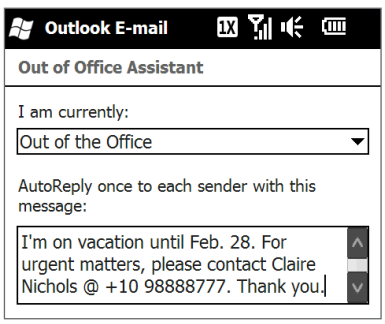
Note E-mail message reminders are displayed on your device if the messages are flagged with reminders and synchronized from the Exchange Server.

Out-of-office auto-reply

Outlook Mobile allows you to retrieve and change your out-of-office status. Just like desktop Outlook, Outlook Mobile automatically sends an auto-reply message when you're not available.

To send out-of-office auto-reply messages

1. Tap **Start > All Programs > E-mail > Outlook E-mail**.
2. Tap **Menu > Tools > Out of Office**.
3. In the **I am currently** list, select **Out of the Office**.
4. Enter your auto-reply message, and then tap **Done**.


Outlook E-mail
Out of Office Assistant
I am currently:
Out of the Office
AutoReply once to each sender with this message:
I'm on vacation until Feb. 28. For urgent matters, please contact Claire Nichols @ +10 98888777. Thank you.

8.3 Managing Meeting Requests

When you schedule and send meeting requests from your device, you can invite attendees to your meeting and check their availability.

When you receive a meeting request, you can reply by accepting or declining the request. The meeting request also clearly indicates whether or not there are conflicting or adjacent meetings.

Requirement Your company must be using Microsoft Exchange Server 2007 or later.

To reply to a meeting request

1. When you receive a meeting request e-mail, a notification is displayed on your device. Open the e-mail.
2. Tap **Accept** to reply and accept the meeting request, or tap **Menu > Decline** if you cannot attend the meeting.

   Tips • Before responding, you can check your availability during the time of the requested meeting by tapping **View your calendar**.

   • If the time of the meeting conflicts with your other appointments, a "Scheduling Conflict" status appears on top of the e-mail.
3. Choose whether or not to edit your response e-mail before sending, and then tap **OK**.

   If you accept the meeting request, it is automatically added as an appointment in Calendar on your device.

8.4 Finding Contacts in the Company Directory

In addition to having contacts on your device, you can access contact information from your organization's Company Directory. By having over-the-air access to the Company Directory, you can easily send e-mail messages and meeting requests to anyone in your company.

Requirement Access to the Company Directory is available only if your organization is running **Microsoft Exchange Server 2003 SP2 or higher**, and you have completed your first synchronization with the Exchange Server.

When browsing Contacts, composing e-mail, or creating a meeting request

1. Synchronize with the Exchange Server.
2. Do any of the following:
   - While browsing through your contacts on the Phone screen or on the Home screen's People tab, tap **Menu > Company Directory**.
   - In a new e-mail message, tap the **To** box (or tap **Menu > Add Recipient**), and then tap **Company Directory** on the top of the list.
   - When creating a meeting request and selecting required and optional attendees in Calendar, tap **Company Directory**.
3. Enter a partial or full contact name and tap **Search**. In the search results list, tap a contact to select it.
4. You can save a contact from the Company Directory to your device by selecting the contact, and then tapping **Menu > Save to Contacts**.

Note You can search for the following information as long as that information is included in the Company Directory: First name, Last name, E-mail name, Display name, E-mail address, or Office location.

When viewing a received Outlook e-mail message

1. Open a received Outlook e-mail message.
2. If a **Search** button ( ) appears to the right of the sender name in the e-mail message, tap this button to search for the sender in the Company Directory.
3. If the sender is found, the contact details will be displayed. You can then choose to save the sender to your contacts, call the sender, and more.

Chapter 9
Internet and Social Networking

9.1 Ways of Connecting to the Internet

Your device's networking capabilities allow you to access the Internet or your corporate network through Wi-Fi, dial-up, or GPRS/3G (GSM only). You can also add and set up a VPN or proxy connection.

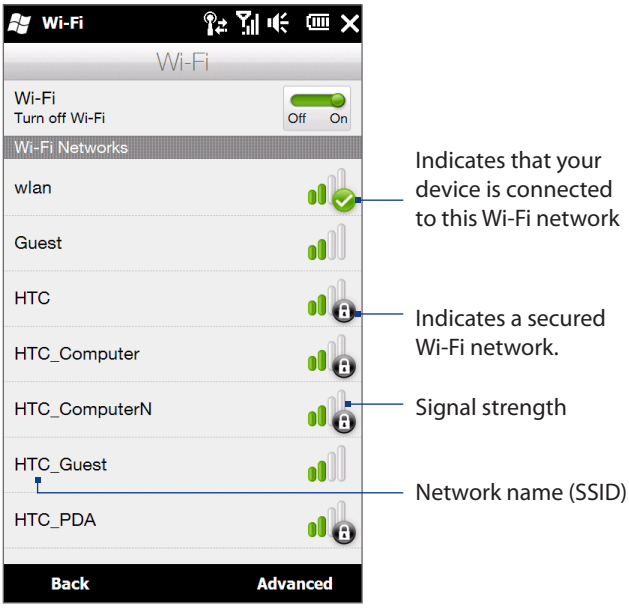
Wi-Fi

Wi-Fi provides wireless Internet access over distances of up to 100 meters (300 feet). To use Wi-Fi on your device, you need access to a wireless access point or "hotspot".

Note The availability and range of your device's Wi-Fi signal depends on the number, infrastructure, and other objects through which the signal passes.

To turn Wi-Fi on and connect to a Wi-Fi network

1. Tap **Start > Settings**, and then tap **Wireless controls**.
2. Tap **Wi-Fi**. Detected wireless networks are displayed on the screen.



3. Tap the desired Wi-Fi network.
   - If you selected an open (unsecured) network, you are automatically connected to the network.
   - If you selected a secured network, enter the security key and then tap **Done**. You are then connected to the network.
4. Tap **Back** to return to the Wireless controls screen.

Next time you use your device to detect Wi-Fi networks, you will not be prompted to enter the network key of the previously accessed Wi-Fi network (unless you perform a hard reset which will erase custom settings on your device).

Notes
- Wi-Fi networks are self-discoverable, which means no additional steps are required for your device to connect to a Wi-Fi network. It may be necessary to provide a username and password for certain closed wireless networks.
- To turn off Wi-Fi, on the Wireless controls screen, tap the OFF/ON slider at the right side of the **Wi-Fi** item.

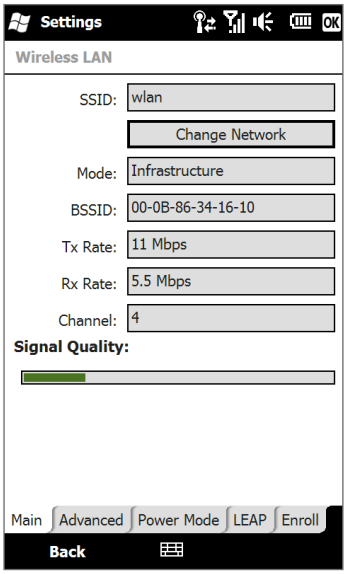
To check Wi-Fi network status

Aside from the Wi-Fi status icon on the title bar, you can check the current Wi-Fi connection status from any of the following screens of your device:

- **Wireless LAN screen**

  Tap **Start > Settings**, and then tap **Wireless controls > Wi-Fi > Advanced**.

  On the **Main** tab, you will see the Wi-Fi network that your device is currently connected to. The configuration and signal quality of the Wi-Fi network are also shown.



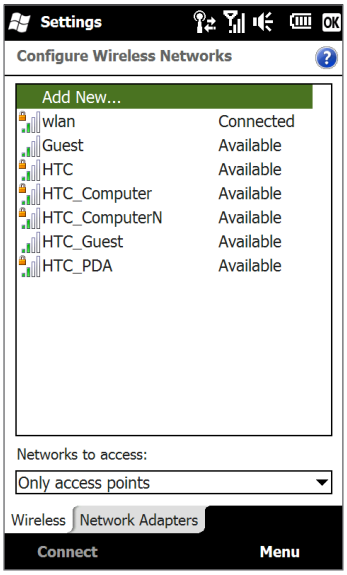
- **Configure Wireless Networks screen**

  Tap **Start > Settings > Menu > All Settings > Connections > Wi-Fi** and then tap the **Wireless Networks** button. This screen displays all available Wi-Fi networks in range.

  To connect to a Wi-Fi network in the list, tap and hold on the desired network, and then tap **Connect**.

  Tap a Wi-Fi network in the list to view or change its connection settings.

  You can also add new Wi-Fi networks, if available, by tapping **Add New**.

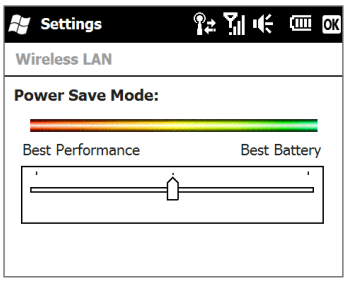


To save battery power while connected to a Wi-Fi network

Using Wi-Fi quickly consumes battery power. Turn off Wi-Fi when not in use. You can also enable power saving settings while using Wi-Fi.

1. Tap **Start > Settings > Wireless controls > Wi-Fi > Advanced > Power Mode** tab.
2. Move the **Power Save Mode** slider to a position that optimizes performance with the least power consumption.

   For example, move the slider to the left (Best Performance) to have the optimal wireless network performance; move to the right (Best Battery) to obtain the maximum battery usage.



Dial-up

Your device's networking capability allows you to access the Internet through the dial-up connection. Settings for connecting to the Verizon 1xRTT/EVDO network are already preconfigured on your device, and your device is ready to connect to the Internet. Do not change these settings as this may cause your data connection to stop working.

If you need to use another dial-up connection from an ISP (Internet Service Provider), you can manually add it to your device. To establish a dial-up connection on your device, you need the same settings that you normally use when you dial up from your computer. This includes the ISP server phone number, your user name and password.

1. On the Home screen, slide to the **Settings** tab and then tap **Menu > All Settings**.
2. Tap **Connections > Connections**.
3. Under **Verizon Wireless**, tap **Add a new modem connection**.
4. On the Make New Connection screen, enter a name for the connection and select **Cellular Line** in the **Select a modem** list, and then tap **Next**.
5. Enter the ISP server phone number, and then tap **Next**.
6. Enter your user name, password, and any other information required by your ISP, and then tap **Finish**.

GPRS/3G (GSM only)

If you are going to roam internationally, you can use **GPRS/3G** (or **EDGE**, if available) via the pre-installed GSM SIM card to connect to the Internet and to send and receive e-mail on your device. Contact Verizon to find out about GPRS/3G rates.

Your device is ready to use Verizon GPRS/3G services. Do not change the connection settings as this may cause the GPRS/3G services to stop working. If you need to add another GPRS/3G connection on your device, contact Verizon.

Data connection icons

The following icons may appear in the title bar when the device is in Global or GSM mode:

	GPRS available
	EDGE available
	HSPA available
	WCDMA/UMTS available
	Data connection present

Starting a data connection

After setting up a data connection on your device, you can now connect your device to the Internet. The connection is automatically started when you begin using a program that accesses the Internet such as Opera Mobile.

To manually start a data connection

If you have set up multiple types of data connections on your device, you can manually start a connection.

1. On the Home screen, slide to the **Settings** tab and then tap **Menu > All Settings**.
2. Tap **Connections > Connections**.
3. Tap **Manage existing connections**.
4. Tap and hold the name of the desired connection, and then tap **Connect**.

To disconnect active data connections

1. On the Home screen, slide to the **Settings** tab, and then tap **Wireless control**.
2. Tap the OFF/ON slider at the right side of the **Data connection** item.

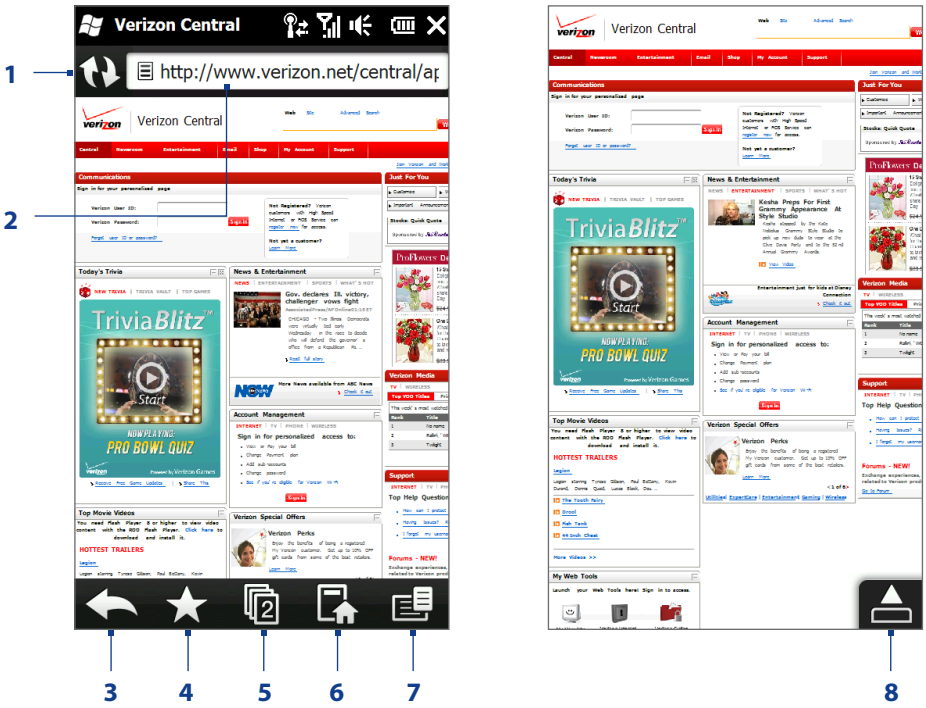
9.2 Using Opera Mobile

Opera Mobile™ is a full-featured Internet browser, optimized for use on your device.

To open Opera Mobile and go to a website

1. On the Home screen, slide to the **Internet** tab and then tap **Launch Browser**.
2. On the Opera Mobile screen, tap the address bar.

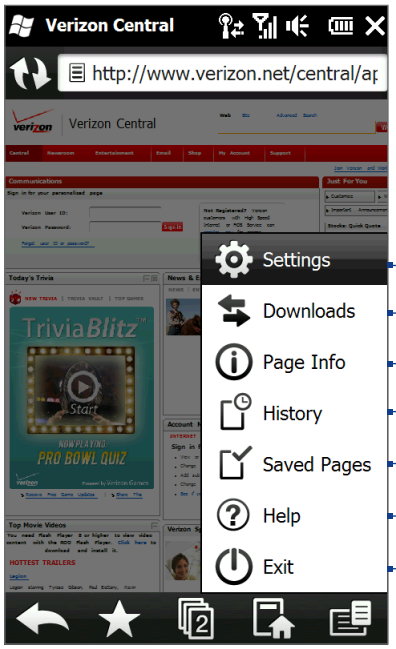
   Note If the address bar is hidden, tap at the bottom-right corner of the screen.
3. Enter the URL address and tap .



1	Refresh the web page being viewed.
2	Enter the URL of the web site here.
3	Return to the previous web page viewed.
4	Go to the Bookmarks screen where you can add, edit, or send bookmarks.
5	Add a new browsing tab, switch to another browsing tab, or close the currently displayed tab.
6	Go to the home page.
7	Open a list where you can change Opera Mobile settings. See “Opera Mobile menu” in this chapter for details.
8	When browsing the web, Opera Mobile automatically switches to full screen mode. Tap to show the address and Menu bars again.

Opera Mobile menu

On the menu bar, tap to open the menu.



Open the Settings screen where you can set your home page, change display settings, set privacy settings, and more.

View items being downloaded, and resume or stop current downloads.

View information about the web page you are browsing.

See web pages that you have viewed.

Manage and view web pages that you have saved.

Open the Opera Mobile help file.

Close Opera Mobile completely.

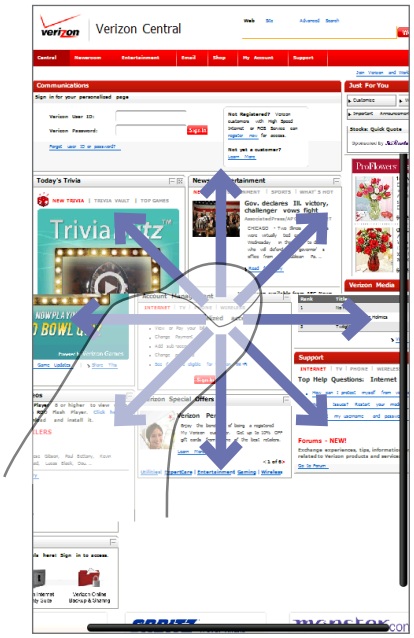
Note For more information about using Opera Mobile, go to: http://www.opera.com/products/mobile/.

Navigating web pages

To pan on the web page

While browsing web pages, use finger gestures to pan on the web page.

Tip Touch and hold an empty area on a web page to open a shortcut menu that lets you go back to the previous page, reload the page, add the page as a Favorite, and more. You can also tap and hold a link or image on a web page to open a menu with different options.



To zoom in and out on web pages

While viewing a web page in full screen, slide to the right of the zoom bar to zoom in on the web page. To zoom out, slide your finger to the left.

Tip You can also tap the screen twice to zoom in. To zoom out, tap the screen twice again.

Zooming in

Zooming out

To change the screen orientation

Change the screen orientation by simply turning your device sideways.

9.3 Using Internet Explorer Mobile

Internet Explorer® Mobile is the standard Web browser that is included with Windows Mobile. To use Internet Explorer Mobile, tap **Start > All Programs > Internet Explorer**.

The browser screen

Internet Explorer Mobile displays in two modes: full-screen and normal viewing modes. Full-screen mode hides the address bar and the browser controls. To change from full-screen to normal viewing mode, tap the Restore icon ( ) at the bottom right corner of the browser screen.

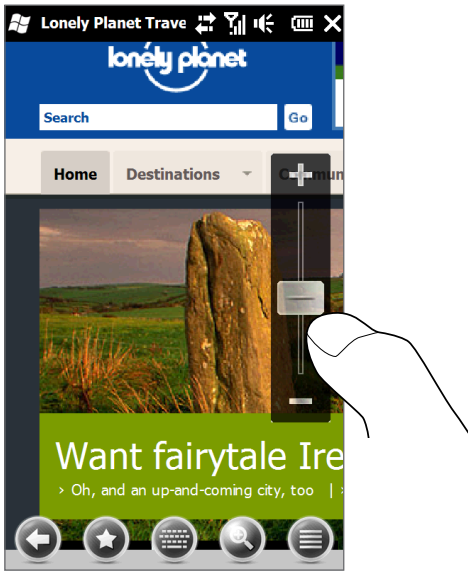
In normal viewing mode, you can use the following browser controls:

1	Return to the previous Web page viewed.
2	Open the Favorites screen where you can add, edit, or delete Web favorites.
3	Display or hide the onscreen keyboard of your phone.
4	Display the onscreen zoom slider so you can zoom in or out of the page.
5	Open the browser menu and choose display options and other settings.

Entering a website address and adding it to your favorites

1. If Internet Explorer is in full-screen mode, tap the Restore icon ( ).
2. Tap on the address bar, enter the address of the website, and then tap the Go icon ( ).
3. After browsing the website, tap the Restore icon ( ) again to display the browser controls, and then tap the Favorites icon ( ).
4. Tap Add Favorite.
5. Use the provided title or enter a descriptive title for the website.
6. To save the website address as a favorite, tap Done.

Zooming and panning



Tap the Zoom icon ( ) at the bottom of the browser screen to display and use the onscreen zoom slider. While viewing a Web page, slide your finger up on the onscreen zoom slider to zoom in, or slide down to zoom out.

While zoomed in, drag your finger in any direction to move around the Web page.

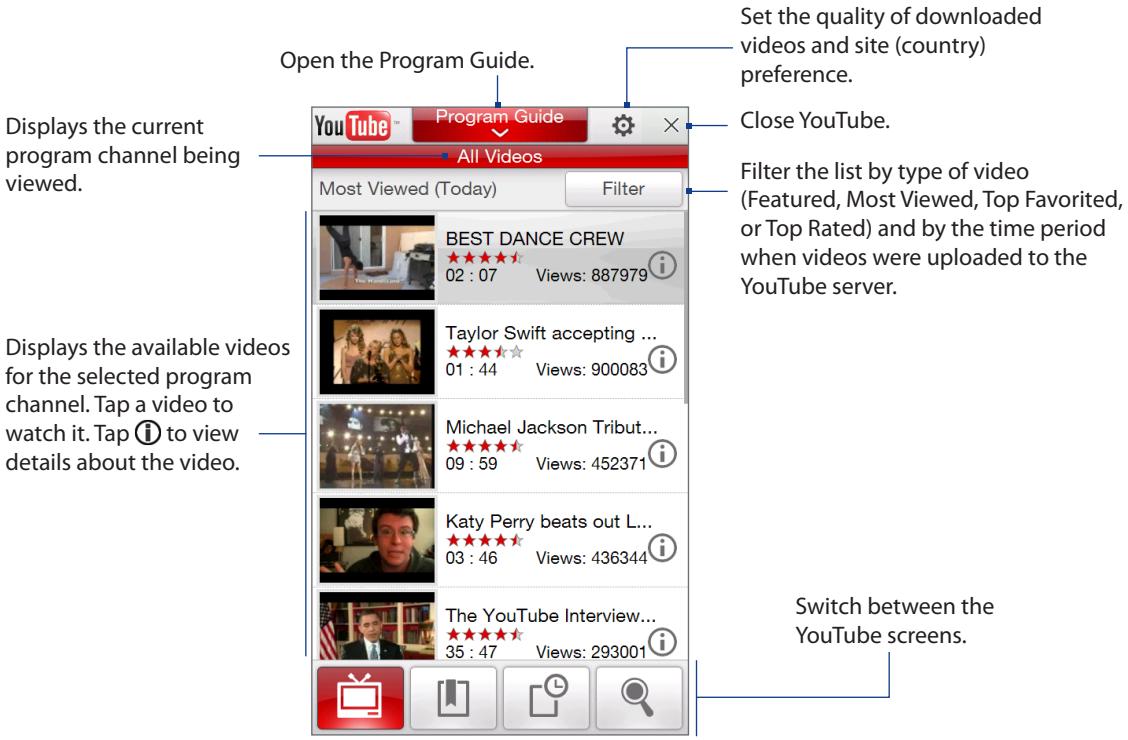
9.4 Using YouTube

YouTube™ lets you browse, search, and watch Internet videos that are posted in YouTube.

Note You need an active data or Wi-Fi connection to use YouTube. If you are using a data connection, watching Internet videos may significantly increase your data connection costs.

To open YouTube

Tap **Start** > **All Programs** > **YouTube**.


Open the Program Guide.
Set the quality of downloaded videos and site (country) preference.
Displays the current program channel being viewed.
Close YouTube.
Filter the list by type of video (Featured, Most Viewed, Top Favorited, or Top Rated) and by the time period when videos were uploaded to the YouTube server.
Displays the available videos for the selected program channel. Tap a video to watch it. Tap ⓘ to view details about the video.
Switch between the YouTube screens.
YouTube
Program Guide
All Videos
Most Viewed (Today)
Filter
BEST DANCE CREW
02 : 07
Views: 887979
Taylor Swift accepting ...
01 : 44
Views: 900083
Michael Jackson Tribut...
09 : 59
Views: 452371
Katy Perry beats out L...
03 : 46
Views: 436344
The YouTube Interview...
35 : 47
Views: 293001

Searching videos

1. On the YouTube screen, tap .
2. On the **Search** screen, enter the video information, and then tap **Search**.
   YouTube searches for the video, and then displays all related videos on the screen.
3. Tap on a video to watch it. See "Watching videos" for details.

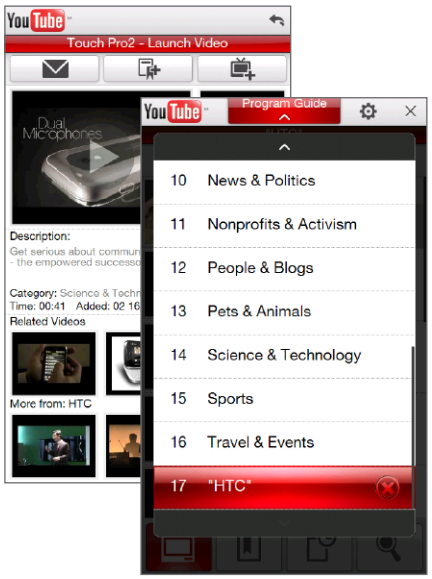
Using the Program Guide

The Program Guide categorizes videos into channels so you can browse and watch related videos available on YouTube. You can also add your favorite video channel in the Program Guide.

To add a new channel

1. Search the channel or video you want to add to the Program Guide. See "Searching videos" for details.
2. In the search results list, tap ⓘ at the right side of the video or channel to open the details screen.
3. Tap , and then tap **OK** on the confirmation screen. The channel you just subscribed to is shown when you tap **Program Guide**.

Tip You can also add a search result as a program channel.



To change the program channel

1. On the **Videos** screen, tap **Program Guide** at the top of the screen.
2. On the Program Guide, select a channel.

   Tip You can scroll down to view more channels.

   The video list refreshes to display the available videos for the selected channel.

To delete a program channel

You can only delete channels that you have added to the Program Guide.

1. Tap **Program Guide**.
2. Scroll down to the channel that you want to delete, and then tap ⊗.
3. On the confirmation screen, tap **Yes**.

Watching videos

Tap a video on any YouTube screen, program guide channel, or search results list to launch the YouTube Video Player. Use the onscreen controls at the bottom of the player to control the playback.

Tip To adjust the volume, press the VOLUME UP and VOLUME DOWN buttons on the left panel of the phone.

After you stopped or finished watching the video, you can add the video to Bookmarks, send the link to this video by email, choose to watch other related videos, and more.

Bookmarks

You can save your favorite videos in Bookmarks for quick access.

To save a video in Bookmarks

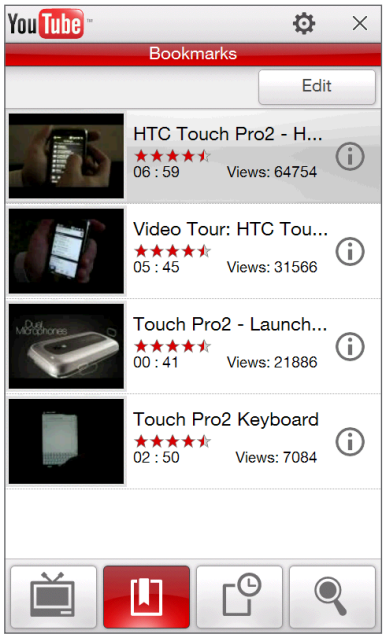
After watching a video, tap . You can also tap ⓘ on any video that you want to add to Bookmarks and then tap on the video details screen.

To watch videos in Bookmarks

On the YouTube screen, tap . Tap a video to watch it.

To delete a video from Bookmarks

1. On the **Bookmarks** screen, tap **Edit**.
2. Tap ⊗ on the video you want to remove.
3. On the confirmation screen, tap **Yes**.
4. Tap **Done**.



History

View recently watched videos on the History screen. On the YouTube screen, tap and then tap a video to watch it.

Note To clear the History list, tap **Clear**.

9.5 Using Streaming Media

Streaming Media lets you stream live broadcasts or on-demand media content from the web. The media is sent in a continuous stream to your device and is played as it arrives, along with the audio.

The Streaming Media program allows you to play **3GP** and **MPEG-4** files. It also supports playback of **SDP** (Session Description Protocol) files.

To access streaming content via Opera Mobile

In Opera Mobile, you can open a web page containing RTSP (Real Time Streaming Protocol) links to streaming media content then play the content in the Streaming Media program.

1. On the Home screen, slide to the **Browser** tab and tap **Launch Browser**.
2. In the address bar, enter the URL address of the web page that contains the RTSP link to the desired *.3gp, *.mp4, or *.sdp file.
3. On the web page, tap the RTSP link.
4. Streaming Media then automatically opens and starts playing the file. During playback, use the slider and button controls to play/pause, fast forward, view the video in actual size, expanded size, or full screen, and more.

To stream media files directly on the Streaming Media Player

Streaming Media only supports RTSP links when you stream *.3gp and *.mp4 files directly on the program.

1. Tap **Start > All Programs > Streaming Media**.
2. Tap **Menu > Connect**.
3. Enter the complete RTSP link, and then tap **Connect**. Streaming Media starts playing the file.
4. During playback, use the slider and playback control buttons to play/pause, switch to full screen, replay, and fast forward.

To configure streaming video connection settings

Tap **Menu > Options** on the Streaming Media Player to configure the Streaming Media settings. From this screen, you can set the media buffer, select the connection to use, set all streaming videos to play in full screen, and more.

9.6 Using RSS Hub

RSS Hub is an RSS reader that keeps you up-to-date with the latest news from the Internet. It monitors RSS feeds from your favorite news sites, blogs and more, and downloads the most current updates and podcasts.

Subscribing to and organizing news channels

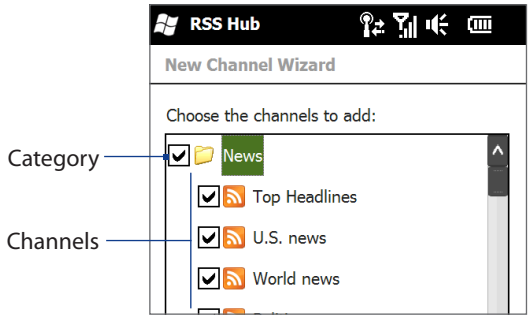
You must subscribe to news channels before you can receive RSS feeds.

To subscribe to news channels

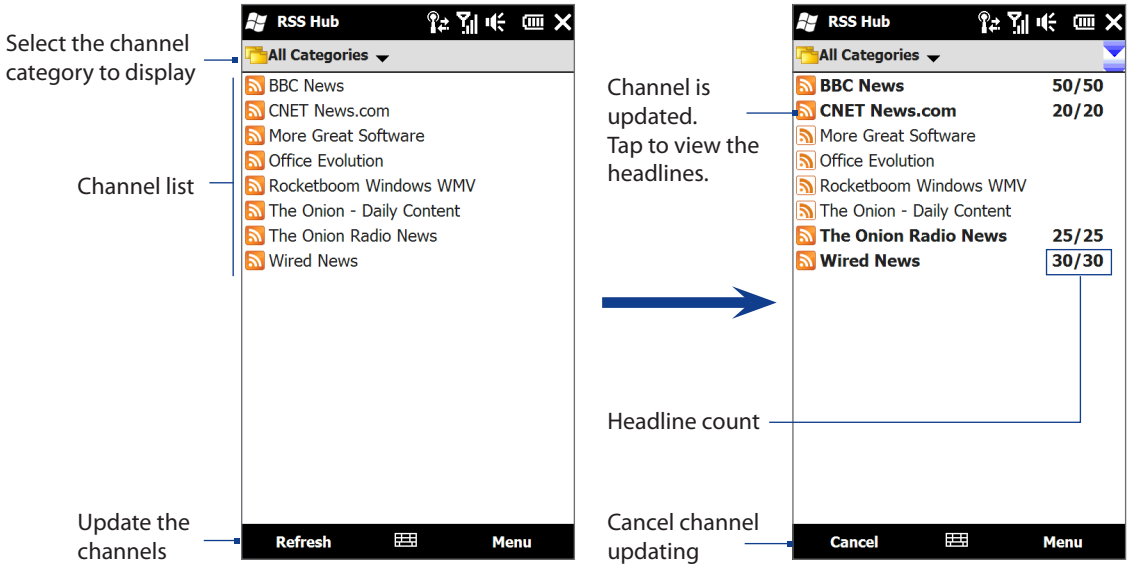
1. Tap **Start > All Programs > RSS Hub**, and then tap **Continue**.
2. In the New Channel Wizard screen, do any of the following
   - Select the **Choose from a list of known Channels** option, and then tap **Next**. A list of RSS channels is displayed.
   - Tap **Cancel** to load pre-selected RSS channels.

   Note If the RSS channel you want to subscribe to is not in the list of known channels, tap **Back**, then select another option on the New Channel Wizard screen.
3. Select the check boxes of the RSS channels you want to subscribe to, and then tap **Finish**.

   Tip Channels are grouped by categories. If you want to select all channels in a category, select the category check box.



4. The channel list appears. Tap **Refresh** to update the channels.



To add new channels

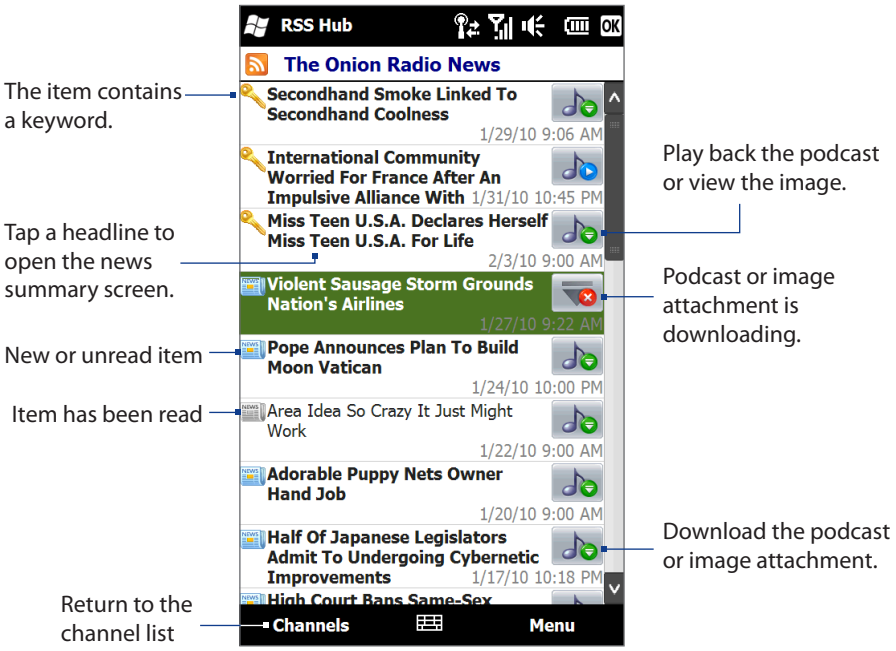
1. In the channel list, tap **Menu > Channel > New** to open the New Channel Wizard screen.
2. Select an option, and then follow screen instructions to add new channels.

To filter the channels to display

In the channel list, tap **Menu > View**, and then select **Updated** to display only those channels with unread items, or **All** to display all subscribed channels.

Using the headline list

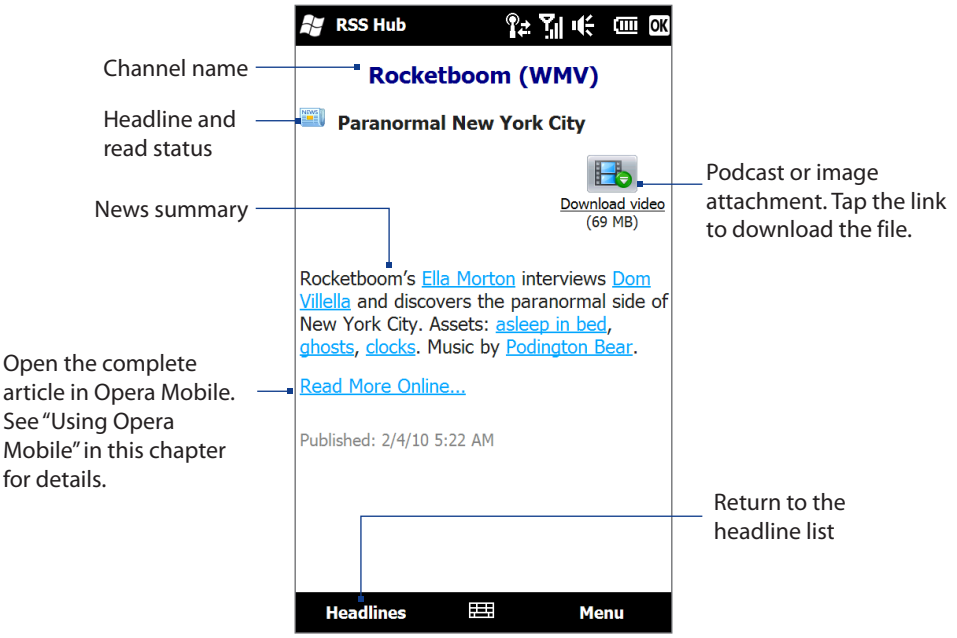
Tap a channel in the channel list to display the headline list.


RSS Hub
The Onion Radio News
Secondhand Smoke Linked To Secondhand Coolness 1/29/10 9:06 AM
International Community Worried For France After An Impulsive Alliance With 1/31/10 10:45 PM
Miss Teen U.S.A. Declares Herself Miss Teen U.S.A. For Life 2/3/10 9:00 AM
Violent Sausage Storm Grounds Nation's Airlines 1/27/10 9:22 AM
Pope Announces Plan To Build Moon Vatican 1/24/10 10:00 PM
Area Idea So Crazy It Just Might Work 1/22/10 9:00 AM
Adorable Puppy Nets Owner Hand Job 1/20/10 9:00 AM
Half Of Japanese Legislators Admit To Undergoing Cybernetic Improvements 1/17/10 10:18 PM
Channels
Menu
The item contains a keyword.
Tap a headline to open the news summary screen.
New or unread item
Item has been read
Return to the channel list
Play back the podcast or view the image.
Podcast or image attachment is downloading.
Download the podcast or image attachment.

New or unread items display in bold and are marked with a blue newspaper icon. Items that have been read are marked with a gray newspaper icon.

Viewing the news summary

Tap a headline in the headline list to display the news summary.


RSS Hub
Rocketboom (WMV)
Paranormal New York City
Download video
(69 MB)
Rocketboom's Ella Morton interviews Dom Villella and discovers the paranormal side of New York City. Assets: asleep in bed, ghosts, clocks. Music by Podington Bear.
Read More Online...
Published: 2/4/10 5:22 AM
Headlines
Menu
Channel name
Headline and read status
News summary
Open the complete article in Opera Mobile. See "Using Opera Mobile" in this chapter for details.
Podcast or image attachment. Tap the link to download the file.
Return to the headline list

Tap **Menu** to change the way that text is displayed, save a podcast, send a link to the article via e-mail, and more.

To download, play, or save podcasts

1. On the news summary screen tap the **Download audio/Download video** link or the audio/video podcast icon.

   Tip To cancel the file download, tap **Cancel download** below the audio/video file icon.

2. After downloading the file, do one of the following:
   - Tap **Play audio/Play video** or the audio/video file icon to play back the file.
   - Tap **Menu > Podcast > Save** to save a copy of the file to the device's main memory or storage card.

To send the a link to the article via e-mail

1. In the news summary screen, tap **Menu > Send Link via Email**.
2. Messaging opens and displays the Account Picker screen. Tap the e-mail account that you want to use.

   A new e-mail message is then created with the link.
3. Specify the e-mail recipients, and then tap **Send**.

Note For more information on how to compose e-mail messages, see "Creating and sending an e-mail message" in Chapter 7.

To view the next or previous news summary

In the news summary screen, tap **Menu > Next** or **Menu > Previous**.

Getting help

For more information about RSS Hub, tap **Start > All Programs > Help**, and then tap **Help for Added Programs > RSS Hub**.

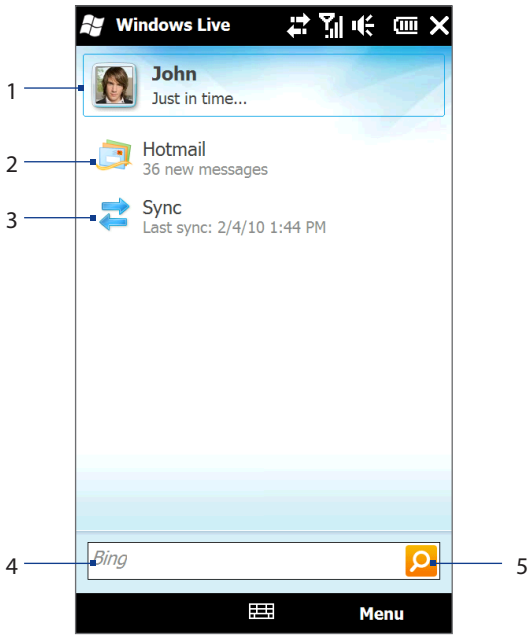
9.7 Using Windows Live

Windows Live™ helps you quickly find information using Windows Live Search and access and sync your Windows Live Mail and contacts.

To set up Windows Live for the first time

1. Tap **Start > All Programs > Windows Live**.
2. Tap the links to read the Windows Live Terms of Use and the Microsoft Online Privacy Statement. After reviewing them, tap **Accept**.
3. Enter your Windows Live Mail or Hotmail address and password, select the **Save password** check box, and then tap **Next**.
4. Tap **Next**.
5. Choose what information you want to sync online with your phone.
   If you select **Contacts**,your Windows Live contacts will be added to the contact list on your phone.
   If you select Sync e-mail, your Windows Live Mail or Hotmail inbox messages will be downloaded to your phone.
6. Tap **Next**.
7. After synchronization is complete, tap **Done**.

The Windows Live screen



1	Change your display name, picture, and personal message.
2	Access your Windows Live Mail or Hotmail inbox.
3	Sync your Windows Live account with your phone.
4	Search bar. Enter the information you want to search, and then tap .
5	Adjust Windows Live settings.

9.8 Twittering on Your Phone

Share your thoughts with people in Twitter anytime, anywhere. Directly from your Home screen's **Twitter** tab, it is simple and convenient to use this popular Internet social networking service.

Logging in to your Twitter account

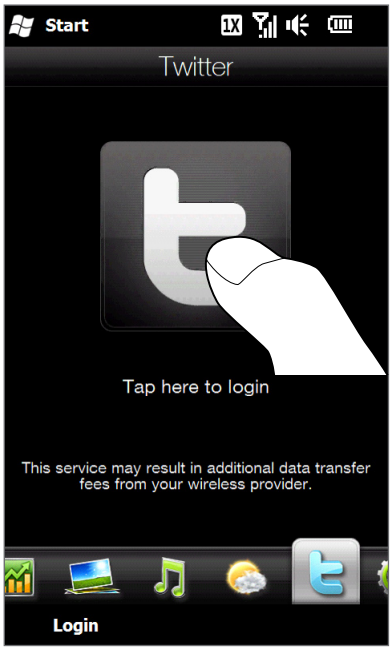
If you do not have a Twitter account yet, you can sign up for free on the following Twitter website using your computer or your phone's Web browser: **http://twitter.com/signup**.

The Home screen's Twitter tab allows you to log in to Twitter.

1. On the Home screen, slide to the Twitter tab, and then tap the Twitter icon ( ) on the center screen.
2. Enter the user name or email address and the password that you use for your Twitter account.
3. Tap **Login**.

Once you are logged in, you're ready to send and follow tweets on your phone.

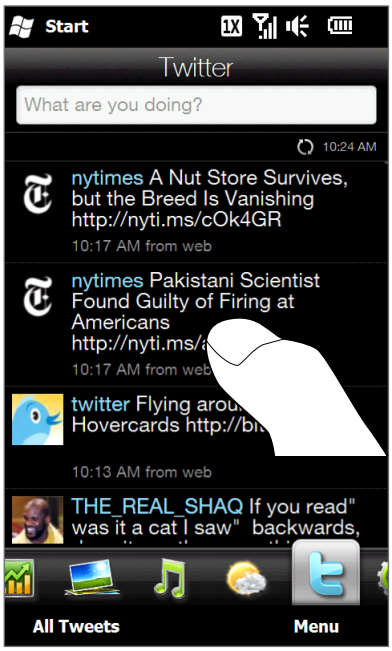
Tip You can also log in or out of Twitter from the Home screen's Settings tab. From this tab, tap **Data services**, tap the **Twitter** Off/On switch, and then tap **OK**.


Start
Twitter
Tap here to login
This service may result in additional data transfer fees from your wireless provider.
Login

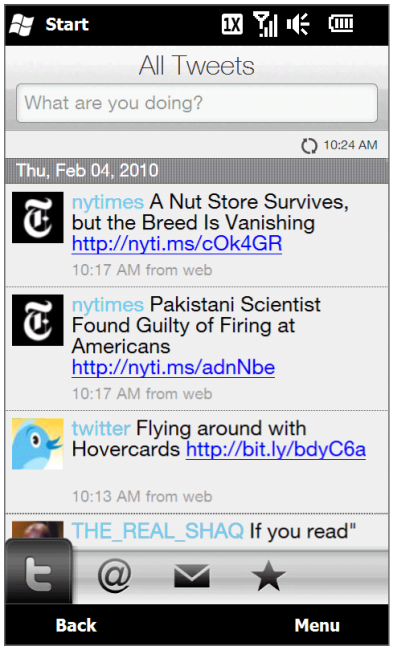
Viewing tweets

On the Home screen's Twitter tab, you can see tweets of the people that you follow and your sent tweets, starting with the most recent. Swipe your finger up or down the screen to scroll through the tweets.

To use more Twitter functions, tap any tweet or tap **All Tweets** at the bottom of the screen.


Start
Twitter
What are you doing?
10:24 AM
nytimes A Nut Store Survives, but the Breed Is Vanishing http://nyti.ms/cOk4GR
10:17 AM from web
nytimes Pakistani Scientist Found Guilty of Firing at Americans
10:17 AM from web
10:13 AM from web
THE_REAL_SHAQ If you read" was it a cat I saw" backwards,
All Tweets
Menu

The All Tweets screen opens, listing all tweets organized by date. Tap a tweet to access more Twitter functions, such as sending replies or direct messages, viewing someone's profile, and more. You can also tap or slide across the tabs on the bottom row to change among the following types of tweets:


Start
All Tweets
What are you doing?
10:24 AM
Thu, Feb 04, 2010
nytimes A Nut Store Survives, but the Breed Is Vanishing http://nyti.ms/cOk4GR
10:17 AM from web
nytimes Pakistani Scientist Found Guilty of Firing at Americans http://nyti.ms/adnNbe
10:17 AM from web
twitter Flying around with Hovercards http://bit.ly/bdyC6a
10:13 AM from web
THE_REAL_SHAQ If you read"
Back
Menu

Tabs	Function
All Tweets	Shows tweets from all the Twitter users you follow and the tweets that you sent grouped by date.
Mentions	Shows only tweet responses that people addressed to you.
Direct Messages	Shows private messages sent to you.
Favorites	Shows tweets you have marked as favorites.

Sending tweets

You can send tweets either from the Home screen's Twitter tab or from the All Tweets screen.

1. Tap the text box that shows the words "What are you doing?"
2. On the subsequent screen, enter your tweet message.
3. In your tweet, you can also share your photo and location information. See "Sharing a photo in Twitter" for details.
4. Tap **Update** to send your tweet.

Sending mentions and direct messages

A mention (reply) is just the same as any tweet message, except that it's specifically addressed to a person and his or her name will appear in your sent tweet. A direct message is a private message sent to someone and cannot be seen by everyone else in Twitter.

1. On the Home screen, slide to the Twitter tab and then tap **All Tweets**.
2. Tap a tweet from the person whom you want to send a reply or direct message.
3. In the Options menu, choose the type of tweet (**Reply** or **Send Direct Message**) you want to send.
4. Enter your message and then tap **Update** to send it.

Searching for Twitter users to follow

You can search for people or topics of interest and follow them so you can readily see their latest tweet updates on your phone.

1. From the Home screen's Twitter tab or the All Tweets screen, tap **Menu > Search**.
2. Tap the text box that shows the words "Search tweet". Enter the Twitter username or a search keyword, and then tap the Search button ( ).
3. From the search results, tap the photo of the person or topic you want to follow.
4. The Profile screen is then displayed, showing details about the person or topic. Tap **Follow**.

If you want to stop following a certain Twitter user or topic, go back to the All Tweets screen, tap the photo of that user or topic, and then tap **Unfollow**.

Sharing a photo in Twitter

Photos that you share on Twitter are uploaded to a photo hosting service that's specified in your phone's Twitter settings. To find out how to select the hosting service, see "Changing Twitter settings".

You can upload only one photo at a time. Create a new tweet first, and then select a photo or use the Camera to take a photo. The URL location of your photo will be inserted into your tweet message.

1. Create a new tweet. See "Sending tweets" for instructions.
2. On the screen where you've entered your tweet message, tap the Camera button ( ).
3. Browse through your photos. If you do not see the photo that you want, tap **Albums** and select the album that contains the photo you want to share.
4. When you see the photo that you want, tap the photo to select it. You can also tap the Camera icon ( ) to take a photo using your phone's Camera.
5. Your phone then begins uploading the photo to the Twitter photo host. When the upload is done, the URL location of the photo is then entered to your tweet message.
6. Tap **Update** to send your tweet along with the URL of the photo so other people can see it in Twitter.

When you return to the Home screen's Twitter tab and tap **All Tweets**, you will see the sent tweet that contains the URL of your shared photo.

Changing Twitter settings

On the Home screen's Twitter tab or the All Tweets screen, tap **Menu > Settings** when you want to change the number of tweets to download, download time, photo hosting site, URL shortening host, and more.

Logging out of Twitter

While your phone is connected to the Internet, you're always logged on to your Twitter account on your phone. You can log out of Twitter from the Home screen's Twitter tab.

1. On the Home screen, slide to the **Twitter** tab.
2. Tap **Menu > Settings**.
3. To log out, tap your Twitter account name and then tap **Yes**.

Tip You can also log out of Twitter from the Home screen's Settings tab. From this tab, tap **Data services**, tap the Twitter Off/On switch, and then tap **OK**.

9.9 Sharing Photos and Videos on Facebook, Twitter, and YouTube

Directly from your phone, you can easily share your photos on Facebook and Twitter. You can also upload videos to YouTube.

Logging into your social networks

You need to log in first to your accounts before you can upload and share your photos and videos.

1. On the Home screen, slide to the **Settings** tab and then tap **Data services**.
2. Log in to Facebook, YouTube, and Twitter one at a time. Tap the Off/On switch that appears to the right of each of these social networks. On the subsequent screen, enter your username and password and then tap **Login**.

Uploading photos to Facebook

After taking a photo with your phone's Camera, you can upload the photo to Facebook. Use Albums when you want to upload several photos at the same time.

1. Open the Camera and take a photo. For instructions, see "Taking Photos and Videos" in Chapter 12.
2. After taking a photo, tap the Send icon ( ), select **Upload to Facebook**, and then tap **Send**.
3. To share several photos, slide to the Photos & Videos tab on the Home screen, and then tap **Albums**. In Albums, tap **Menu > Share > Facebook**, tap each of the photos you want to share, and then tap **Upload**.

After upload is complete, you can check and view your Facebook photos in Albums. See "Viewing Facebook photos" in Chapter 12 for details.

Uploading a photo to Twitter

You can upload only one photo at a time to Twitter and share the URL location of the photo in your sent tweet. To find out how to upload your photo to Twitter, see "Sharing a photo in Twitter" in this chapter.

Uploading videos to YouTube

You can use Camera to capture a video and immediately share it on YouTube. Use Albums when you want to upload several videos at the same time.

1. Open the Camera and capture a video. For instructions, see "Taking Photos and Videos" in Chapter 12.
2. After capturing a video, tap the Send icon ( ), select **Upload to YouTube**, and then tap **Send**.
3. On the Video Upload screen, enter a descriptive title and tags for the video. Also tap the Off/On switch to set whether to make this video public to everyone.
4. Tap **Upload**.
5. To share several videos, slide to the Photos & Videos tab on the Home screen, and then tap **Albums**. In Albums, tap **Menu > Share > YouTube**, tap each of the videos you want to share, and then tap **Next**. Follow steps 3 and 4 above to upload the videos to YouTube.

After upload is complete, use the Web browser to log into your YouTube account if you want to check and view the uploaded videos. You will find them grouped under "My Videos".

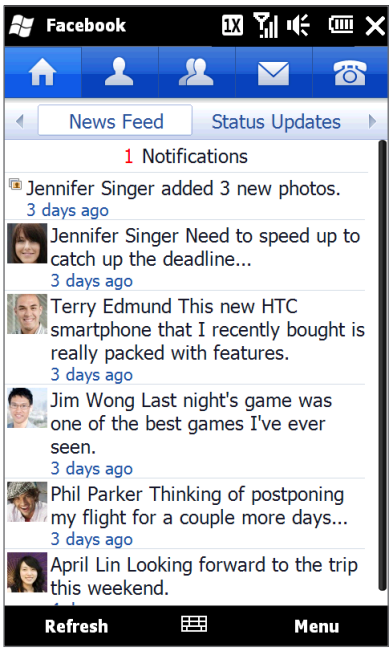
9.10 Using Facebook on Your Phone

Your phone notifies you about what's happening with your Facebook world. On your phone, you can check whether there are new updates and events in your Facebook and see what's happening with other people.

For more information, see "Facebook Updates and Events" in Chapter 4.

The Facebook application is also included on your phone. To open and use this application:

1. Tap **Start > All Programs > Facebook**.
2. Follow the onscreen instructions to log into your Facebook account (or to create a new Facebook account first, if you have not yet created one).
3. Tap the different tabs at the top of the screen to use the different functions of Facebook.


Facebook
News Feed
Status Updates
1 Notifications
Jennifer Singer added 3 new photos.
3 days ago
Jennifer Singer Need to speed up to catch up the deadline...
3 days ago
Terry Edmund This new HTC smartphone that I recently bought is really packed with features.
3 days ago
Jim Wong Last night's game was one of the best games I've ever seen.
3 days ago
Phil Parker Thinking of postponing my flight for a couple more days...
3 days ago
April Lin Looking forward to the trip this weekend.
Refresh
Menu

With the Facebook application, you can:

- Share your thoughts and check other people's status updates.
- Comment on someone's wall.
- View someone's personal information, including photo albums.
- View your friends list and send messages to a Facebook friend.
- Upload photos and videos straight to your Facebook account.
- Call your friends if their phone numbers are listed on their profiles.

9.11 Using Your Phone as a Wireless Router

3G Mobile Hotspot turns your phone into a wireless router and shares your phone's data connection over Wi-Fi with one or more computers. When you start 3G Mobile Hotspot, your phone creates a secure Wi-Fi network that you can connect to with your computer and access the Internet.

To use your phone as a wireless router, make sure your phone has an active data connection (1xRTT/EVDO) or, when roaming on GSM coverage, an installed SIM card with a 3G/GPRS/EDGE data connection. To connect to your phone's Wi-Fi network, you need a computer with built in Wi-Fi or a Wi-Fi adapter.

Setting up your phone as a wireless router

1. From the Home screen, slide to the **Settings** tab and then tap **Wireless controls > 3G Mobile Hotspot**.
2. The first time you open 3G Mobile Hotspot, a brief introduction describing the application is displayed. Tap **Next**.
3. On the 3G Mobile Hotspot screen, enter a Network name for the Wi-Fi network you want to create, or use the provided default name.
4. Enter a WEP key to use to secure the Wi-Fi network, or use the provided default WEP key. The WEP key must be 10 digits long.
5. Under Internet Connection, select the name of the connection your phone uses to access the Internet.
6. Tap **Start**. When the phone is ready to accept connections, it displays instructions for connecting a computer to the Wi-Fi network. Once a computer connects, the instructions disappear and the Wi-Fi Router screen is displayed again.

   Tip You can tap **Help** to display the connection instructions again.

Connecting your computer to your phone's Wi-Fi network

After setting up your phone as a wireless router, connect your computer to your phone via Wi-Fi to access the Internet.

For Windows 7

1. Click **Start > Control Panel > Network and Internet > Network and Sharing Center**.
2. Under **Change your networking settings**, click **Connect to a network**.
3. Select the name of your phone's Wi-Fi network, and then click **Connect**.
4. Enter the WEP key you used when setting up 3G Mobile Hotspot and then click **OK**.

For Windows Vista

1. Click **Start > Connect To**.
2. In the Connect to a network dialog box, select the name of your phone's Wi-Fi network, and then click **Connect**.

   Note Your phone's wireless network may not show up in the list of available networks immediately. Wait for a moment and then refresh the list to see the wireless network.
3. Enter the WEP key you used when setting up 3G Mobile Hotspot and then click **Connect**.
4. Click Close.

For Windows XP

1. Click **Start > Connect To > Wireless Network Connection**.
2. In the Choose a Wireless Network dialog box, select the name of your phone's Wi-Fi network, and then click **Connect**.

   Note Your phone's wireless network may not show up in the list of available networks immediately. Wait for a moment and then refresh the list to see the wireless network.
3. Enter the WEP key you used when setting up 3G Mobile Hotspot and then click **Connect**.

Turning off your phone's Wi-Fi network

On the 3G Mobile Hotspot screen, tap **Stop**.

Turning on your phone's Wi-Fi network in Wireless controls

Once your phone has been set up as a wireless router, you can easily turn the Wi-Fi network on and off in Wireless controls.

1. From the Home screen, slide to the Settings tab and then tap **Wireless controls**.
2. Tap the Off/On slider at the right side of the 3G Mobile Hotspot item. When the wireless router starts and is ready to accept connections, the wireless network name and WEP key are displayed.

9.12 Using VZAccess Manager

While traveling, you can use your Windows Mobile powered device as a modem for your notebook. Install VZAccess® Manager on a Windows® computer so that your wireless device can be used as a tethered modem.

To install VZAccess Manager

1. Place the VZAccess Manager installation CD that came with your device into the CD drive on your computer. If you do not have the installation CD, you can download the VZAccess Manager from vzam.net
2. Follow and complete the onscreen instructions to install VZAccess Manager on your computer.

Note For technical support, visit dts.vzw.com.

To connect to BroadbandAccess

1. On your computer, click **VZAccess Manager**.
2. Follow the initial WWAN Setup Wizard to detect the phone (action needs to be performed only once).
3. Select **Verizon Wireless - VZAccess connection** from the available connection list.
4. Click the **Connect WWAN** button.
5. Once connected, the Connect WWAN button will change to **Disconnect WWAN**. Click this button to end your connection session.

Note For optimum performance, the wireless device should be at least 12 inches from your notebook while operating in tethered mode.

9.13 Using Your Phone As a Modem (Modem Link)

If you do not have Internet access on your desktop or notebook computer, use **Modem Link** to connect your computer to the Internet using your device's data connection. You can connect via USB or Bluetooth.

Before you proceed

- Make sure your device has a data or dial-up modem connection. For more information about setting up these connections, see "Wireless data connection" and "Dial-up" in this chapter.
- To connect your device to a computer via USB, you must first install Windows Mobile Device Center or Microsoft ActiveSync version 4.5 or later on the computer.
- To use a Bluetooth connection, make sure your computer has built-in Bluetooth capability. If your computer does not have Bluetooth, you can connect and use a Bluetooth adapter or dongle.

Setting up your device as a USB modem

To install the USB modem driver

You must first install the USB modem driver on your computer.

1. Insert the Getting Started Disc into your CD drive. Select your language, click **Additional Tools**, and then click **Wireless Modem Driver Installation**.
2. Follow and complete the onscreen instructions to install the USB modem driver. When installation is completed, click **Exit** to close the installation program.

To activate your device as a USB modem

After installing the USB modem driver to our computer, activate your device as a USB modem.

1. Connect the device to your notebook using the USB cable.
2. On your device, tap **Start > All Programs > Modem Link**.
3. Under PC Connection Type, select **USB**.
4. Tap **Menu > Start**.

Note When you have activated your device as a USB modem, ActiveSync or Windows Mobile Device Center will be automatically disabled.

You now need to create a modem dial-up connection on your computer. For details, see "Creating a modem dial-up connection" in this chapter for details.

Setting up your device as a Bluetooth modem

You can connect your device to a notebook or desktop computer through Bluetooth and use the device as a modem for your computer. To connect your device to the computer through Bluetooth, your computer must have built-in Bluetooth or a USB Bluetooth adapter or dongle.

To add your device as a Bluetooth modem to your computer

Windows 7

1. On your device, turn on Bluetooth and set it to visible mode. For information, see "To turn Bluetooth on and make your device visible" in Chapter 10.
2. Turn on Bluetooth on your computer. (Refer to computer's documentation for details on how to turn on Bluetooth).
3. Right-click the **Bluetooth Devices** icon on the system tray, and then click **Add a device**.
4. Click your device on the list, and then click **Next**.
5. On your device, enter the passkey that is displayed on your computer, and then tap **OK**.

After you have finished creating a Bluetooth connection between your device and computer, Windows 7 automatically detects and installs the device to your computer as a Bluetooth modem. It also immediately attempts to connect your computer to the Internet using your device's data connection. When prompted, tap **Accept** on your device to connect the computer to the Internet.

You now need to create a modem dial-up connection on your computer. For details, see "Creating a modem dial-up connection" in this chapter for details.

Windows Vista

1. On your device, turn on Bluetooth and set it to visible mode. For information, see "To turn Bluetooth on and make your device visible" in Chapter 10.
2. Turn on Bluetooth on your computer. (Refer to computer's documentation for details on how to turn on Bluetooth).
3. Right-click the **Bluetooth Devices** icon on the system tray, and then click **Add a Bluetooth Device**.
4. The Add Bluetooth Device Wizard opens. Select the **My device is set up and ready to be found** check box, and then click **Next**.
5. The wizard then detects your device and displays its name in the dialog box. Select the device name, and then click **Nex**t.
6. Select **Let me choose my own passkey**, and then enter a passcode (1 up to 16 digits) that will serve as an identification number for establishing a secure connection between your device and the computer. Click **Next**.
7. A confirmation message then appears on your device. Click **Yes** to accept the connection, enter the same passcode, and then click **Next**.
8. On the computer, click **Finish** to exit the wizard.
9. On your device tap **Done**.

After you have finished creating a Bluetooth connection between your device and computer, Windows Vista automatically detects and installs the device to your computer as a Bluetooth modem.

You now need to create a modem dial-up connection on your computer. For details, see "Creating a modem dial-up connection" in this chapter for details.

Windows XP

1. On your device, turn on Bluetooth and set it to visible mode. For information, see "To turn Bluetooth on and make your device visible" in Chapter 10.
2. Turn on Bluetooth on your computer. (Refer to computer's documentation for details on how to turn on Bluetooth).
3. Right-click the **Bluetooth Devices** icon on the system tray, and then click **Add a device**.
4. Create a Bluetooth partnership between your device and your computer. See "To create a Bluetooth partnership" in Chapter 10.
5. After you have created a Bluetooth partnership between your device and your computer, on your computer, click **Start > Control Panel > Phone and Modem Options**.
6. Click the **Modems** tab. If "Bluetooth Modem" or "Standard Modem over Bluetooth Link" exists, click **OK**. Otherwise, do the succeeding instructions.
7. Click **Add, and then click Next o**n the **Add Hardware Wizard** window. You computer automatically installs the new Bluetooth modem.
8. Click **Finish** to close the Add Hardware Wizard window, and then click **OK** to close the Phone and Modem Options window. Your device is now set up as a Bluetooth modem.

Note If you are in GSM mode, you must set the Access Point Name. To do this, in the **Modems** tab, select the Bluetooth modem, and then click **Properties**. Click the **Advanced** tab, and enter the following in the **Extra initialization commands** text box:

```
AT+CGDCONT=1,"IP","APN"
```

Where **APN** is the access point name provided by Verizon. Tap **OK** to apply the changes.

You now need to create a modem dial-up connection on your computer. For details, see "Creating a modem dial-up connection" in this chapter for details.

To activate your device as a Bluetooth modem on a Windows XP computer

1. On your computer, disable ActiveSync by clicking **File > Connection Settings** and then clearing the **Allow connections to one of the following** check box.
2. On your device, tap **Start > All Programs > Modem Link**.
3. Select **Bluetooth** as the connection type.
4. On the Modem Link screen, tap **Menu > Start**.

   Tip If you connect multiple computers to your device, tap **Menu > Select PC**, tap the computer you want to connect to the Internet, and then tap **Done**.
5. To stop the connection, tap **Menu > Stop**.

Creating a modem dial-up connection and connecting to the Internet

Once the notebook recognizes your device as a USB or Bluetooth modem, create a new modem dial-up connection on your notebook. You can then use this connection to dial up and connect to the Internet. The procedures vary depending on the Windows operating system version you are using.

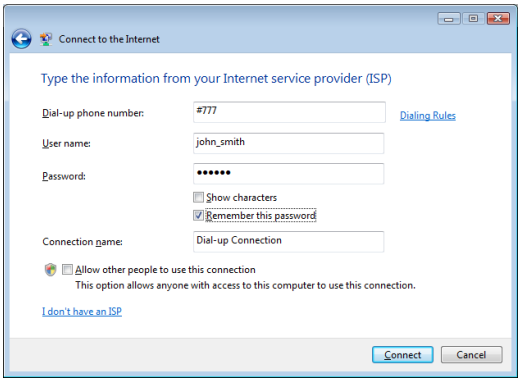
Windows 7

1. On your notebook, click **Start > Control Panel**.
2. Click **Network and Internet > Network and Sharing Center**.
3. Click **Set up a new connection or network**.
4. Click **Set up a dial-up connection**, and then click **Next**.
5. Enter **#777** in the **Dial-up phone number** field, and then enter your user name and password which you have obtained from Verizon. Select the **Remember this password** check box, if desired.
6. Enter a Connection name, and then click **Connect**.
   Your notebook then starts to dial up to the Internet using your device as a modem.

   Note If you have created a dial-up connection that uses your device as a Bluetooth modem, your device will prompt you to accept or reject the computer's attempt to dial up. Tap **Accept** to allow the computer to dial up and connect to the Internet.

Windows Vista

1. On your notebook, click **Start > Control Panel**.
2. Double-click **Network and Sharing Center**.
3. On the left-hand panel of the Network and Sharing Center, click **Set up a connection or network**.
4. Click **Set up a dial-up connection**, and then click **Next**.
5. Enter **#777** in the **Dial-up phone number** field, and then enter your user name and password which you have obtained from Verizon. Select the **Remember this password** check box, if desired.

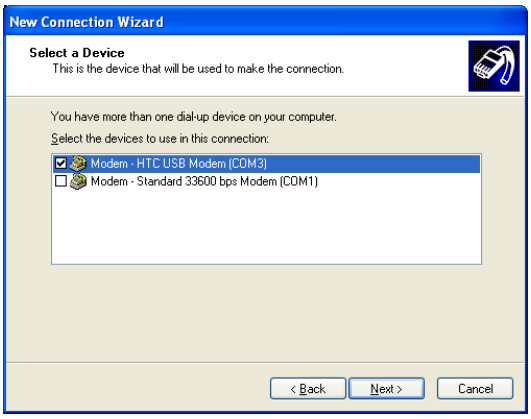


4. When you have finished entering the information, click **Connect**.
   Your notebook then starts to dial up to the Internet using your device as a modem.
5. Click **Dial** to dial up and connect to the Internet.

Windows XP

1. On your computer, click **Start > Control Panel**.
2. Double-click **Network Connections**.
3. Click **File > New Connection**.
4. In the **New Connection Wizard**, click **Next**.
5. Select **Connect to the Internet**, and then click **Next**.
6. Select **Set up my connection manually**, and then click **Next**.
7. Select **Connect using a dial-up modem**, and then click **Next**.

8. Select the USB or Bluetooth modem on the list, and then click **Next**.


New Connection Wizard
Select a Device
This is the device that will be used to make the connection.
You have more than one dial-up device on your computer.
Select the devices to use in this connection:
Modem - HTC USB Modem (COM3)
Modem - Standard 33600 bps Modem (COM1)
< Back
Next >
Cancel

9. Enter a descriptive name for this connection, and then click **Next**.
10. Enter **#777** as the Phone number to dial, and then click **Next**.
11. Enter your user name and password which you have obtained from Verizon, and then click **Next**.
12. Click **Finish** to exit the wizard. The Connect Dial-up Connection window then opens.
13. Click **Dial** to dial up and connect to the Internet.

Dialing up and connecting to the Internet

Whenever you want to dial up to the Internet on your notebook using your device as a USB or Bluetooth modem, do the following steps.

1. Connect your device to your computer using USB or Bluetooth. For more information, see "Setting up your device as a USB modem" and "Setting up your device as a Bluetooth modem" earlier in this chapter.
2. If Modem Link has not yet been activated on your device, select **USB** or **Bluetooth** as the type of connection, and then tap **Menu > Start**.

   Note If you use your device to connect two or more computers to the Internet via Bluetooth modem, after selecting **Bluetooth**, tap **Menu > Select PC**, tap the computer you want to connect to, and then tap **Done**.
3. Do any of the following depending on your computer's operating system:
   - **Windows 7**: Click the network icon on the system tray, click the name of the dial-up connection, and then click **Connect**.
   - **Windows Vista**: Click **Start > Connect to**, select the name of the dial-up connection, and then click **Connect**.
   - **Windows XP**: Click **Start > Settings > Control Panel**, double-click **Network Connections**, and then double-click the modem connection.
4. Click **Dial** to dial up and connect to the Internet.

   Note If you connect using your device as a Bluetooth modem, your device will prompt you to accept or reject the computer's attempt to dial up. Tap **Accept** to allow the computer to dial up and connect to the Internet.
5. To stop the connection, on the Modem Link screen on your device, tap **Menu > Stop**.

Chapter 10
Bluetooth

10.1 Bluetooth Modes

Bluetooth is a short-range wireless communications technology. Devices with Bluetooth capabilities can exchange information over a distance of about eight meters (26 feet) without requiring a physical connection.

Bluetooth on your device operates in three different modes:

- **On**. Bluetooth is turned on. Your device can detect other Bluetooth-enabled devices, but not vice versa.
- **Visible**. Bluetooth is turned on, and all other Bluetooth-enabled devices can detect your device.
- **Off**. Bluetooth is turned off. In this mode, you can neither send nor receive information using Bluetooth.

Note Turn off Bluetooth when not in use to conserve battery power, or in places where using a wireless device is prohibited, such as on board an aircraft and in hospitals.

Supported profiles

Your device supports the following Bluetooth profiles:

GAP (generic access profile)	AVRCP (audio/video remote control profile)
SPP (serial port profile)	HID (human interface device profile)
OPP (object push profile)	BPP (basic printing profile)
GOEP (generic object exchange profile)	FTP (file transfer profile)
ActiveSync-Over-Bluetooth (legacy application via SPP)	PAN (personal area networking profile)
HSP (headset profile)	PBAP (phone book access profile)
HFP (handsfree profile)	DUN (dialup network profile)
A2DP (advanced audio distribution profile)	SAP (SIM access profile – server)
L2CAP	RFCOMM
2A2DP (2 concurrent A2DP stream)	BIP (basic image push)

To turn Bluetooth on and make your device visible

1. Tap **Start > Settings > Wireless controls**, and then tap **Bluetooth**.
2. When prompted to turn on Bluetooth, tap **Yes**.
3. Tap the **Settings** tab ( ), and then tap **Not Discoverable**.
4. Tap the drop-down menu and then select **Always Visible**.

   Note If you select **Visible for 60 seconds**, Bluetooth visibility will turn off automatically when the time elapses and your device has not yet connected to another Bluetooth device.
5. Tap **Done**. The icon then appears in the title bar to indicate that the device is in visible mode.

Tip To easily switch Bluetooth off or back on, tap **Start > Settings > Wireless controls** to open the Comm Manager and then tap Bluetooth's OFF/ON slider.

Your device remembers whether visible mode was previously enabled or disabled. If you did not disable visible mode, switching Bluetooth on in the Comm Manager also puts your device in visible mode automatically. For more information about using the Comm Manager, see Chapter 13.

10.2 Bluetooth Partnerships

A Bluetooth partnership is a relationship that you create between your device and another Bluetooth-enabled device in order to exchange information in a secure manner.

To create a Bluetooth partnership

1. Tap **Start > Settings > Wireless controls**, and then tap **Bluetooth**.
2. When prompted to turn on Bluetooth, tap **Yes**.
3. On the **Settings** tab ( ), tap **Add a device**.
4. Tap a Bluetooth device to connect with.
5. Specify a passcode, which can be 1 up to 16 characters, to establish a secure connection, and then tap **OK**.

   Note Your device uses Bluetooth 2.1 with the Secure Simple Pairing feature. If the other Bluetooth device you are pairing with also supports the same feature, the passcode will be automatically created and displayed on both devices. Both you and other party simply need to verify that the passcode is the same and tap **Yes** to establish the partnership.
6. After the receiving party accepts the partnership, the Bluetooth device name is shown on the screen, including all Bluetooth services that you can use with it. Select the check boxes of the Bluetooth services you want to use, and then tap **Done**.
7. If you selected to use the Bluetooth Serial Port service of the paired device, select a local serial port to assign for the paired device, and then tap **Continue**.

   The connected Bluetooth device now appears in the **Devices** tab ( ).

   Tip Tap **Properties** to change the paired device name. Tap **Menu > Update** to update the list of services that you can use with the paired device.

Creating a Bluetooth partnership between two devices is a one-time process. Once a partnership is created, the devices can recognize the partnership and exchange information without entering a passcode again.

To accept a Bluetooth partnership

1. Ensure that Bluetooth is turned on and in visible mode.
2. When prompted, enter or accept the passcode (the same passcode from the device requesting the partnership) to establish a secure connection.
3. Tap **OK**. The paired device now appears in the **Devices** tab ( ). You can now exchange information with the paired device.

Tip To delete a Bluetooth partnership, select the device's name on the **Devices** tab, then tap **Menu > Delete**. When prompted to confirm, tap **Yes**.

10.3 Connecting a Bluetooth Hands-free or Stereo Headset

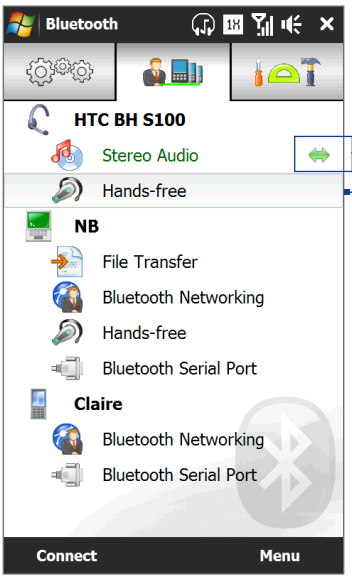
For hands-free phone conversations, you can use a Bluetooth hands-free headset such as a car kit with your device. Your device also supports A2DP (Advanced Audio Distribution Profile) which allows you to use a Bluetooth stereo headset for hands-free phone conversations and for listening to stereo music.

To connect a Bluetooth hands-free or stereo headset

1. Make sure that both your device and the Bluetooth headset are turned on and within close range, and that the headset is visible. Refer to the manufacturer's documentation to find out how to set the headset in visible mode.
2. Tap **Start** > **Settings** > **Wireless controls**, and then tap **Bluetooth**.
3. On the **Settings** tab ( ), tap **Add a device**.
4. Select the hands-free or stereo headset device in the list, and then tap **Select**. Your device will automatically pair with the Bluetooth headset.

   Note Your device will automatically try one of the preconfigured passcodes (0000, 8888) to pair with the Bluetooth headset. If this fails, you have to manually enter the passcode delivered with your headset.
5. When connected, the hands-free or stereo headset device is shown on the screen, including the Bluetooth services (Hands-free and Stereo Audio) that you can use with it. Make sure these services are selected, and then tap **Done**.

The paired headset now appears in the **Devices** tab ( ).



The double arrowhead that is displayed to the right of a service indicates that the service is connected with your headset.

If you turn off your headset, the double arrowhead disappears to indicate that the service has been disconnected. Next time you turn on and use your headset again, you need to manually reconnect each service. Tap a service and then tap **Connect**.

10.4 Sending and Receiving Information Using Bluetooth

You can send the following types of information from your device to your computer or to another Bluetooth-enabled device: Outlook e-mail, contacts, tasks, notes, calendar items, audio files, ring tones, images, and videos.

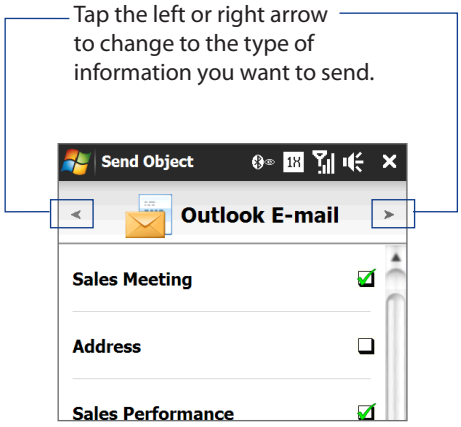
Note If your computer does not have built-in Bluetooth capability, you need to connect and use a Bluetooth adapter or dongle on your computer.

To send information from your device to a computer

1. Set the receiving computer to discoverable mode. You may also need to set it to "Receive Beams" or "Receive Files". Refer to the computer's documentation for instructions on receiving information over Bluetooth.

   Note If the Bluetooth adapter or dongle on your computer was installed using a third-party provided driver, open the Bluetooth software that came with the Bluetooth adapter/dongle and enable the adapter/dongle to be discovered by other devices. Refer to the Bluetooth adapter's documentation for more information.

2. On the Home screen, slide to the Settings tab, and then tap **Menu > All Settings > Bluetooth**.
3. Tap the Accessories tab ( ), and then tap **BT Send Object**.
4. Select the type of information and then select the check boxes of items you want to send.
5. Tap **Send**.
6. Tap to select the Bluetooth-enabled computer to which you want to send the items.
7. If you sent Outlook E-mail messages, calendar items, tasks, or contacts to your computer and they are not automatically added to Outlook, select **File > Import and Export** in Outlook to import them.


Tap the left or right arrow to change to the type of information you want to send.
Send Object
Outlook E-mail
Sales Meeting
Address
Sales Performance

To send information to a Bluetooth-enabled device such as another Windows Mobile-powered device, follow steps 2 to 7 in the above procedure.

Tip By default, data or files that you send to your computer will be stored in your "My Documents" folder or one of its subfolders depending on the file type.

To send a file to another Bluetooth-enabled device

1. Tap **Start > All Programs > File Explorer**.
2. Navigate to the folder that contains the file you want to send.
3. Tap and hold the desired file, and then tap **Send via Bluetooth**.
4. Select the name of the Bluetooth device, and then tap **Select**.

To receive information from another Bluetooth-enabled device

1. When you receive information such as calendar items, tasks, or contacts sent from another Bluetooth-enabled device, tap **Accept**.
2. After your device has finished saving the information, tap **Done**.

To change the folder for saving received files

Files that you receive from another Bluetooth-enabled device are saved in \My Documents on your device. You can change the destination folder for saving received files:

1. Tap **Start > Settings > Wireless controls**, and then tap **Bluetooth**.
2. On the **Settings** tab ( ), tap **Advanced**.
3. Scroll down and then tap **File Transfer**.
4. Tap **Search** ( ).
5. Select the new destination folder, and then tap **Select**.

   Tip To save received files on your storage card when it is inserted on your device, select **Save files to storage card when present**. Files will be saved on the root folder of your storage card.
6. Tap **Done**.

10.5 Printing via Bluetooth

Connect your device to a Bluetooth printer to print your pictures.

Note Before you start printing, make sure to turn on the Bluetooth printer and turn on Bluetooth on your device. For instructions, see "To turn Bluetooth on and make your device visible" earlier in this chapter.

To print a picture

1. Tap **Start > Settings > Wireless controls**, and then tap **Bluetooth**.
2. Tap the Accessories tab ( ), and then tap **Print Images**. Your device then searches for pictures that are stored on your device and storage card.
3. Tap each picture that you want to select for printing. To select all pictures, tap **Menu > Select All**.

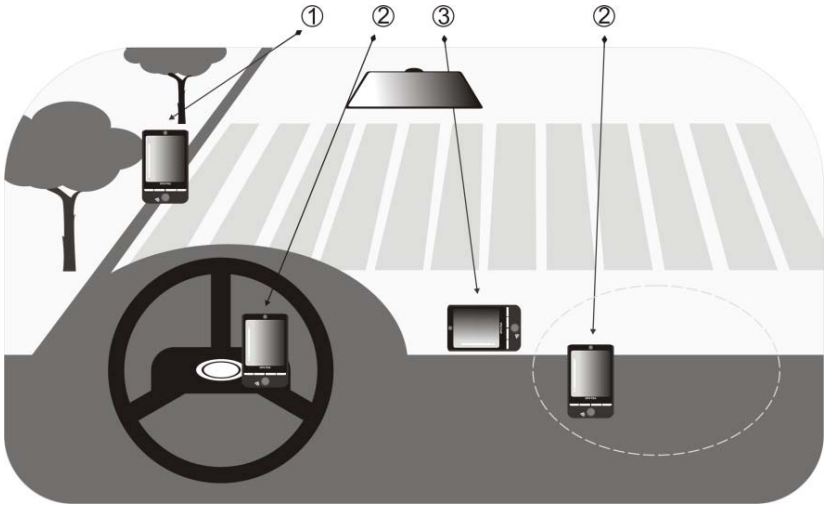
   Tip To clear a selected picture, tap that picture again.
4. After you have finished selecting pictures, tap **Next**.
5. Select the name of the Bluetooth printer, and then tap **Select**.
6. Select the Print Layout to use, and then tap **Print**.

Chapter 11
Navigating on the Road

11.1 Guidelines and Preparation for Using GPS

If you installed a GPS navigation software on your device, follow these guidelines before and when using your device for GPS navigation.

- When using GPS navigation software in the car, always plot your GPS route before starting to drive. Do not try to configure the GPS navigation software while driving.
- The plotted GPS route is only for driving reference. It should not interfere with actual driving behavior.
- Do not leave your device in a vehicle or expose the device to direct sunlight to avoid overheating the battery, which could pose damage to the device or risk to the vehicle.
- When using the device inside a vehicle, use the car holder to mount the device securely in place. Avoid placing the device in the areas shown in the following diagram:



1 Do not place where it will block the driver's vision.

2 Do not place where air bags could deploy.

3 Do not place anywhere in the vehicle without securing the device in the holder.

- Use the GPS system cautiously. Users shall be liable for any damages resulting from negligent operation of the system.
- The GPS signal cannot pass through solid non-transparent objects. Signal reception may be affected by obstructions such as high-rise buildings, tunnels, bridges, forests, weather (rainy or cloudy days), etc. If the vehicle's visor contains metal, it will be difficult for the GPS signal to pass through.
- Other nearby wireless communication products (such as mobile phones or radar-detecting devices) may interfere with the satellite signal, resulting in unstable signal reception.
- The Global Positioning System (GPS) is built and operated by the US Defense Department. The Department is responsible for the accuracy and maintenance of the system. Any changes that the Department makes may affect the accuracy and function of the GPS system.

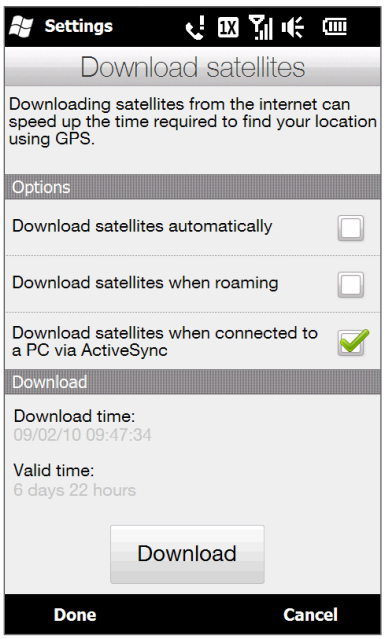
11.2 Downloading Location Data via QuickGPS

Before using the device for GPS navigation, open **QuickGPS** to download ephemeris data (current satellite position and timing information). QuickGPS significantly speeds up the time for determining your GPS position. QuickGPS downloads ephemeris data from web servers, instead of from satellites, using your device's Internet connection via Wi-Fi, ActiveSync or a data connection.

To download GPS data

1. Tap **Start** > **All Programs** > **QuickGPS**.
2. Tap **Download** on the Download satellites.
3. If prompted, tap **Yes** to enable the location setting.

To speed up GPS positioning, download the latest ephemeris data when the validity of the data expires.



Changing the download options

To configure download options, choose from the following options on the Download satellites screen:

- **Download satellites automatically**
  Automatically download satellite positions. This may incur additional data charges.
- **Download satellites when roaming**
  Automatically download satellite positions when you are out of range of your home network. This may incur additional data charges.
- **Download satellites when connected to PC via ActiveSync**
  Automatically download satellite positions when your phone is connected to your computer via ActiveSync. Your computer must be connected to the Internet to download the data.

11.3 Using VZ Navigator

VZ Navigator is a voice-prompted turn-by-turn navigation program that also offers enhanced traffic information and local search for millions of points of interest in the United States. VZ Navigator is a paid application.

To download and install VZ Navigator

1. Tap **Start** > **All Programs** > **VZ Navigator**. The Web browser opens to the VZ Navigator site.
2. Swipe your finger up the screen, and then tap **Click here to Download VZ Navigator**.
3. When prompted to download the application, tap **Open**.
4. Follow and complete the onscreen instructions to download and install VZ Navigator on your device.
5. After installing VZ Navigator, tap **Start** > **All Programs** > **VZ Navigator**.

Chapter 12
Camera and Multimedia

12.1 Taking Photos and Videos

Use **Camera** to take photos and record video clips.

To open the Camera screen

On the Home screen, slide to the **Photos & Videos** tab and then tap the camera icon ( ) or the video icon ( ). The screen orientation automatically switches to landscape mode when you open Camera.

To close the Camera

Tap the On-screen control button ( ), and then tap .

Changing the capture mode

Tap , then tap the capture mode icon (— the icon displayed is based on the current capture mode). On the menu, tap the capture mode you want to use.

Icon	Capture Mode
	Photo Captures standard still images.
	Video Records video clips, with or without audio.
	Panorama Captures still images continuously in one direction, and then stitches them to create a panoramic view of a scenery.
	MMS Video Records video clips suitable for sending via MMS.
	Contacts Picture Captures a still image that you can assign as a contact picture.
	Picture Theme Captures still images and places them within frames.

Using the focus

Use the automatic focus or Touch Focus function to capture sharp and crisp photos and videos.

Auto-focus

Auto-focus sets the focus on the object at the center of the screen and is available for all capture modes. By default, touching the **Virtual Camera button** ( ) activates auto-focus and a flashing white bracket ( ) appears in the center of the screen. When focus is set, the bracket changes to a steady green bracket ( ), and then the Camera takes the photo or starts to record the video.

Touch Focus

Touch Focus allows you to focus on a particular area of the screen. Touch Focus is enabled by default and is only available for Photo or Contacts Picture mode.

Note To disable Touch Focus, see "Setting advanced options" in this chapter.

To use Touch Focus:

1. Set the Camera to Photo or Contacts Picture mode.
2. Touch the area on the screen that you want to focus. The Touch Focus indicator ( ) positions itself on the selected area.

   Note If you tap outside the effective focus area, a white box appears to indicate the area where you can use Touch Focus.
3. Touch to activate auto-focus on the selected area and take the photo. See "Auto-focus" in this chapter for more information.

Tip To move the Touch Focus indicator back to the center of the screen, tap .

Capturing photo or recording video

By default, the Camera automatically takes the shot or starts capturing video after you have set the focus.

- In **Photo** or **Contacts Picture** mode, touch the Virtual Camera button to activate auto-focus; when focus is set, the Camera automatically takes the shot.
- In **Video** or **MMS Video** mode, touch the Virtual Camera button to activate auto-focus; when focus is set, the Camera automatically starts recording. Touch the Virtual camera button again to stop recording.
- In **Picture Theme** or **Panorama** mode, touch the Virtual Camera button to activate auto-focus; when focus is set, the Camera automatically takes the first shot. Do the same for each shot you need to take.

The Review screen

After capturing a photo or recording video, the Review screen gives you the option to view/play, send, or delete the photo or video clip.

Icon	Function
	Return to the live Camera screen.
/	View the captured image or play the captured video in Album. See "Viewing Photos and Videos Using Album" in this chapter.
	Delete the captured image or video.
	Upload the captured image to Facebook or the captured video to YouTube, or send it via MMS or e-mail.
	After capturing in Contacts Picture mode, tap to assign the photo to a contact.

On-screen controls

Tap to display the on-screen controls.

1 **Album**. Open the Album program. See "Viewing Photos and Videos Using Album" for details.
2 **Capture mode**. See "Changing the capture mode" for details.
3 **Touch Focus / Auto-focus indicator**. See "Using the focus" for details.
4 **Menu**. Open the Menu Panel. See "Menu Panel" for details.
5 **Virtual Camera button**. Activates the auto-focus and functions as the shutter release button.
6 **Template Selector icon**. In Picture Theme mode, tap to select another frame.
7 **Progress indicator**. In Picture Theme and Panorama modes, this shows the number of consecutive shots.

Menu Panel

The Menu panel lets you quickly adjust common camera settings and provides access to more advanced camera settings. To open the Menu panel, tap on the Camera screen, and then tap . To adjust a setting, tap a button, for instance, **White Balance**, to cycle through the available settings.

Note The available menu panel buttons depend on the selected capture mode.

Icon	Function
	Select the white balance setting according to the current lighting condition to capture colors more accurately.
	Open the Brightness bar and adjust the brightness level. Tap outside the Brightness bar to apply the change.
	Set the ISO level manually to **100**, **200**, **400**, or **800**, or set it back to **AUTO**. Higher ISO numbers are better for taking pictures in low light conditions. **Note** The camera automatically adjusts the ISO level up to 400 only.
	Set the self-timer to **2 seconds**, **10 seconds**, or **Off** when in Photo or Contacts Picture mode.
	Open the advanced camera settings. See "Setting advanced options" for details.

Zooming

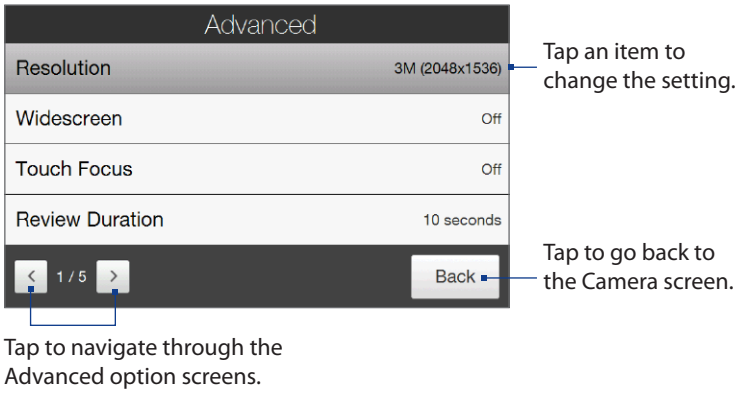
Before capturing a photo or a video clip, you can zoom in or out on your subject. To zoom in or out, slide your finger up or down on the Zoom bar while holding the device sideways. While you are sliding your finger on the Zoom bar, the level of zoom is shown on the zoom control bar on the screen.

The camera zoom range for a photo or a video clip depends on the capture mode and resolution. Refer to the table for more information.

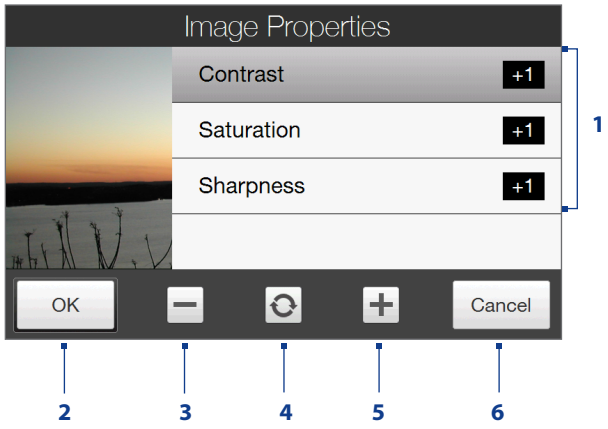
Capture mode	Resolution		Zoom range
Photo	3M	Normal: 2048 x 1536 Widescreen: 2048 x 1216	1.0x to 1.6x
	2M	Normal: 1600 x 1200 Widescreen: 1600 x 960	1.0x to 1.6x
	1M	Normal: 1280 x 960 Widescreen: 1280 x 768	1.0x to 1.6x
	L	Normal: 640 x 480 Widescreen: 640 x 384	1.0x to 1.6x
	M	Normal: 320 x 240 Widescreen: 320 x 192	1.0x to 3.2x
Video	CIF	352 x 288	1.0x to 1.6x
	L	320 x 240	1.0x to 1.6x
	M	176 x 144	1.0x to 1.6x
	S	128 x 96	1.0x to 1.6x
MMS Video	M	176 x 144	1.0x to 1.6x
	S	128 x 96	1.0x to 1.6x
Panorama	L	640 x 480	1.0x to 1.6x
	M	320 x 240	1.0x to 3.2x
Contacts Picture	M	272 x 272	1.0x to 3.2x
Picture Theme	Determined by the current template		Depends on the size of the selected template

Setting advanced options

The Advanced options let you adjust options for your selected capture mode and set Camera program preferences. Tap **Advanced** on the Menu panel to open the Advanced screen.



- **Resolution**. Select the resolution to use.
- **Widescreen** (Photo mode). When **On** (default) you can use the entire screen as viewfinder. Refer to the zoom table for the resolution when Widescreen is **On**.
- **Touch Focus** (Photo and Contacts Picture modes). Enables or disables the Touch Focus function. Touch Focus is **On** by default.
- **Review Duration**. Set the time for a captured photo/video to remain on the Review screen.
- **Quality**. Select the image quality level for captured photos.
- **Capture Format** (Video and MMS Video modes). Select the file format for recorded videos.
- **Time Stamp** (Photo mode). Include the date and time on captured photos.
- **Storage**. Select where to save photos and videos. You can either save the files to the main memory, or to a storage card if available.
- **Keep Backlight**. Turn the backlight on or off. This overrides your device backlight settings while you are using the camera.
- **Shutter Sound**. Play a shutter sound when you tap the Virtual Camera button.
- **Image Properties**. Adjust the image properties.



1. Tap a property to adjust.
2. Save the settings.
3. Decrease the value.
4. Reset all properties to default.
5. Increase the value.
6. Close the Image Properties screen without applying and saving the changes.

- **Effect**. Apply a special effect to your photos or videos.
- **Metering Mode**. Select a metering mode to allow the camera to measure the amount of light and calculate the best-fit exposure value before capturing.
- **Prefix**. The file name of a newly captured photo or video is set to "IMAGE" or "VIDEO" followed by a sequential number, for example: IMAGE_001.jpg. You can also choose the current date or date and time as the file name prefix.

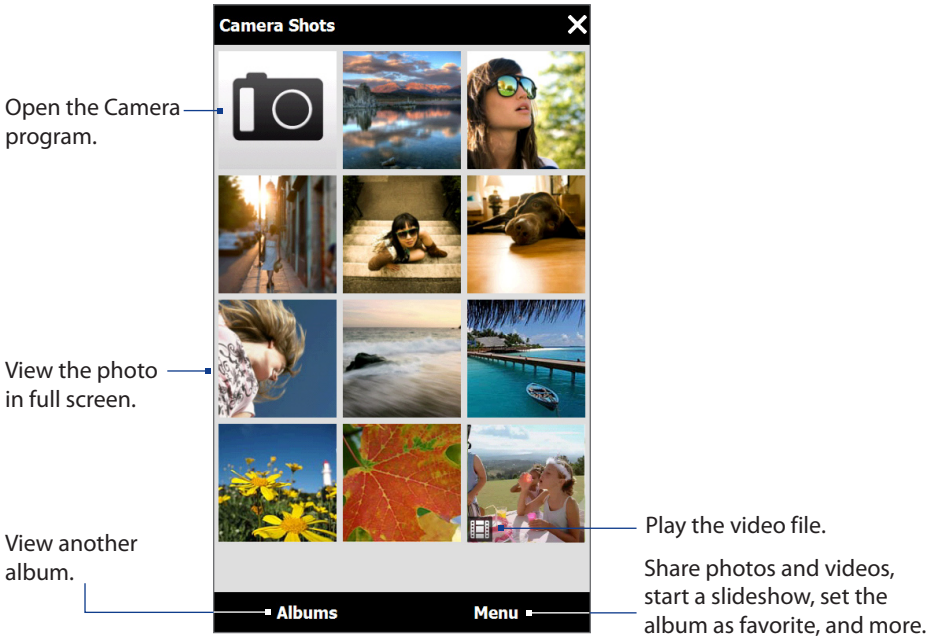
Note You can not change the file name prefix when saving captured photos to a storage card. Captured photos are named using the convention IMAGnnnn.jpg (where 'nnnn' is the counter), and are saved to the \DCIM\100MEDIA folder on the storage card.

- **Counter**. Reset the file naming counter back to 1.
- **Flicker Adjustment**. When taking indoor shots under fluorescent lighting, keep this setting on **Auto** or change it to the proper frequency (**50Hz** or **60Hz**) of the power in your country to reduce flicker.
- **Grid** (Photo mode). Show a grid on the screen so you can easily frame and center your subjects.
- **Record with Audio** (Video and MMS Video modes). Select **On** to record videos with audio, or **Off** to record videos without audio.
- **Recording Limit** (Video mode). Set the maximum duration or file size for recording video.
- **Template** (Picture Theme mode). Select a template.
- **Template Folder** (Picture Theme mode). By default, templates are stored in the \My Documents\Templates folder on the device's **Main Memory**. If you transferred some templates to a storage card, set this option to **Main + Card**.
- **Show Reminder** (Contacts Picture mode). Select **On** if you want the Camera to prompt you to assign the captured picture to a contact.
- **Direction** (Panorama mode). Choose the direction in which to stitch the photos in a panorama.
- **Stitch Count** (Panorama mode). Select the number of shots to take and stitch into a panorama.

12.2 Viewing Photos and Videos Using Albums

Use **Albums** to view photos and videos on your phone. You can also view photos that you and your friends have shared on Facebook.

On the Home screen, slide to the Photos & Videos tab and then tap **Albums**.


Camera Shots
Open the Camera program.
View the photo in full screen.
View another album.
Play the video file.
Share photos and videos, start a slideshow, set the album as favorite, and more.
Albums
Menu

On the Albums main screen, swipe your finger up or down to scroll and browse through photos and videos that are stored on your phone and storage card. Tap a photo or video to view it in full screen.

You can view Albums in portrait or landscape orientation. Turn your phone sideways to the left to switch the screen to landscape orientation.

Viewing photos

While viewing a photo, tap the screen to display and use onscreen controls.

1	Return to the previous screen.
2	Start the slideshow.
3	Send the photo using e-mail or MMS, or upload it to Facebook.
4	Save the photo as a contact picture, save the onscreen image as a new file, and more.

Note When playing a slideshow, animated GIF and video files are excluded from the slideshow.

To zoom in or out on an photo

Double-tap the area on the photo you want to zoom in on. To zoom out, double-tap the screen again.

Tips

- Use the zoom bar to zoom in on the center of the photo. Slide your finger towards on the zoom bar to zoom in. Slide towards on the zoom bar to zoom out.
- When you zoom in on a photo, tap and hold the screen to pan and view other areas of the photo. When you zoom in on a photo, tap the screen, tap and then select **Save Screen Image** to save the zoomed in photo as a new file.

To view the next or previous photo in the current album

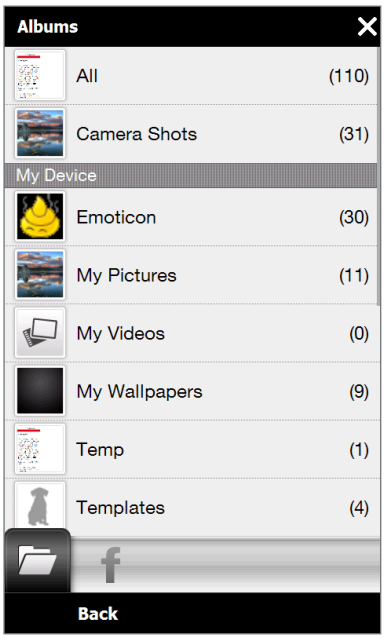
While holding your phone upright, view the next or previous photo by swiping your finger up or down the screen.

While holding your phone sideways, view the next or previous photo by swiping your finger left or right across the screen.

To set a favorite album

The Photos & Videos tab on the Home screen displays photos and video files from the current favorite album. By default, the Camera Shots album which stores the photos and videos you captured using the Camera is set as the favorite album. You can change to another favorite album, if preferred.

1. On the Albums main screen, tap **Albums**.
2. On the Albums tab ( ), tap the album you want to set as your favorite.
3. Tap **Menu > Set Album as Favorite**, and then tap **OK**.



Viewing Facebook photos

You can use Albums to view photos you and your friends have shared on Facebook. You must be logged in to your Facebook account to be able to view Facebook photos.

1. On the Albums main screen, tap **Albums**.
2. Tap or slide to the Facebook tab ( ).
   If you have not logged in to Facebook, the subsequent screen lets you log in to your Facebook account.
3. Tap the person whose photos you want to view, and then tap an album.
4. Tap a photo to display it in full screen.

While viewing a photo, tap the screen to display and use the onscreen controls.

Onscreen control	Function
	Return to the previous screen.
	Send the photo using e-mail or MMS.
	Reload the current photo.

Playing videos

While watching a video, tap the screen to display and use playback controls. Tap the playback control icons to pause, resume, stop playback, jump to the start of the video, or switch the display mode. You can also drag your finger across the progress bar to go forward or backward in the video.

When you've finished or stopped playing the video, you can replay the video by tapping the Play icon on the center screen.

You can also send this video by e-mail or MMS or share it on YouTube. Tap the screen, tap the Share icon ( ), and then choose how you want to share the video.

Sharing photos and videos

Using Albums, you can send photos and videos via e-mail and MMS, upload photos to Facebook, and upload videos to YouTube. You must be logged in to Facebook and YouTube to upload photos and videos to those sites.

1. Open the album containing the photos or videos you want to share.
2. Tap **Menu > Share**, and then choose one of the following:
   - **Mail**. Tap one or more photos or videos you want to add as e-mail attachments and then tap **Send**. If you have more than one e-mail account, select the account to use. Compose your message and then tap Send. For more information about sending e-mail, see Chapter 7.
   - **Messages**. Tap a photo or video to add it to a new multimedia message. Compose your message and then tap **Send**. For more information about sending multimedia messages, see Chapter 7.
   - **Facebook**. Tap one or more photos you want to share and then tap **Upload**.
   - **YouTube**. Tap one or more videos you want to share and then tap **Next**. Enter a **Title** and **Tags** for your videos, select a privacy setting, and then tap **Upload**.

Closing Albums

To close Albums, return to the main Albums screen first. (If you were viewing a video or photo slideshow, stop the playback.) Tap the screen to show the onscreen controls and then tap to go back to the main Albums screen.

Tap on the main Albums screen to close Albums.

12.3 Using Windows Media® Player Mobile

Windows Media® Player Mobile plays digital audio and video files that are stored on your device or on the web.

To open Windows Media® Player Mobile

Tap **Start > All Programs > Windows Media**.

Windows Media® Player Mobile opens with the Library screen. Use the Library screen to find and play songs, videos, and playlists that are stored on your device or on the storage card.

Playing media

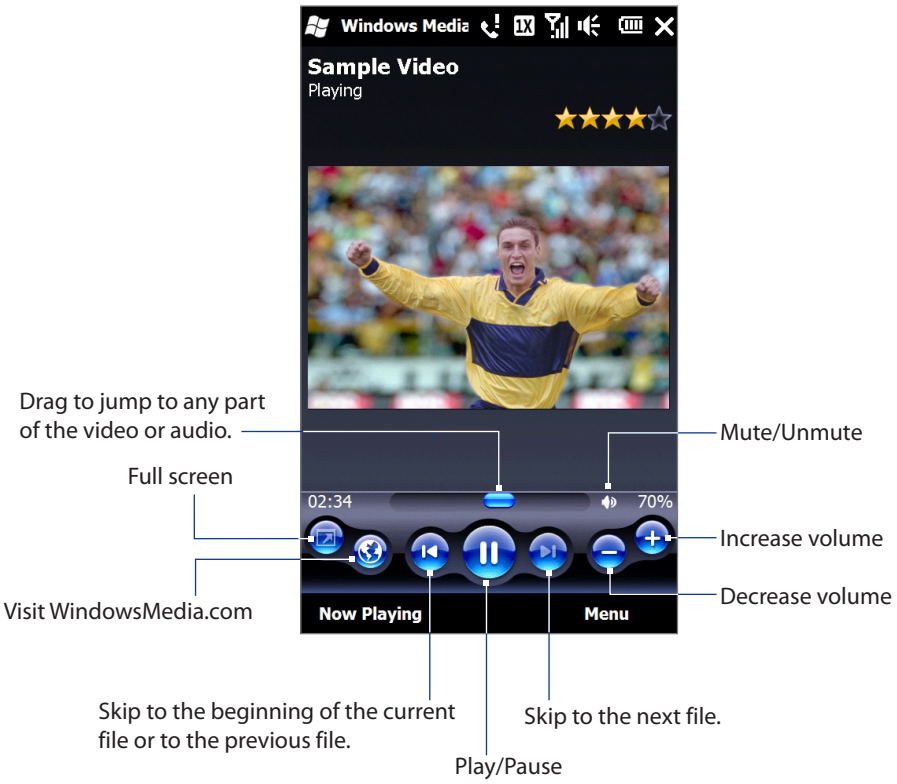
To update the Library

In most cases, Windows Media® Player Mobile automatically updates the library. However, you can manually update the library to ensure that it contains new files that you recently copied to your device or to the storage card. Tap **Menu > Update Library** to manually update the library list.

To play audio and video files

1. On the Library screen, tap the Library arrow (near the top of the screen), then tap the media storage that you want use, for example, **Storage Card**.
2. Select a category (for example, My Music or My Playlists).
3. Tap and hold the item that you want to play (such as a song, album, or artist name), and then tap **Play**.

   The playback screen opens and plays the audio or video file.



Synchronizing video and audio files

Use the latest version of Windows Media® Player on your computer to synchronize digital media files from your computer to your device. This ensures that protected files and album art (for skins) are correctly copied to your device.

To automatically synchronize content to your device

1. On your computer, open Windows Media® Player, then connect your device to your computer.
2. In the Device Setup Wizard, select **Yes, search my computer now**.

   Note If you have previously opened Windows Media® Player and searched for media on your computer, you are not prompted to search your computer in step 2.
3. On the Device Setup dialog box, enter a name for your device and click **Finish**.

   Note If you installed a storage card that has a capacity of more than 4GB and your entire library can fit into the storage card, Windows Media Player will automatically synchronize your music files. The device also needs to be set to **Disk Drive** mode for Windows Media Player to automatically synchronize.
4. On the left panel of Windows Media® Player, right-click the name of your device and click **Set Up Sync**.

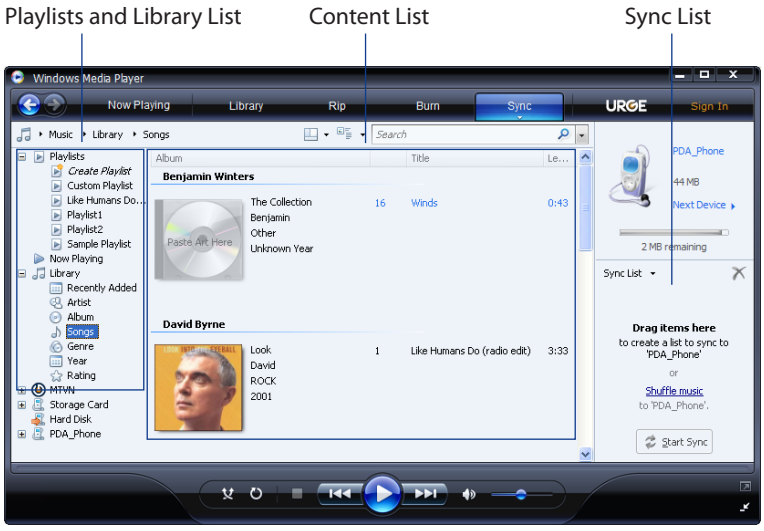
   Note To set up media synchronization on a storage card, right-click Storage Card in the left panel of Windows Media® Player, then click **Set Up Sync**.
5. Select the playlist(s) that you want to sync between your computer and device, then click **Add**.

   Note On the Device Setup dialog box, make sure that the **Sync this device automatically** check box is selected.
6. Click **Finish**.

The files begin synchronizing to your device. The next time you connect your device to your computer while Windows Media® Player is running, synchronization will start automatically.

To manually synchronize content to your device

1. If you have not set up media synchronization between your device and computer, follow steps 1 to 3 in "To automatically synchronize content to your device".
2. Click the **Sync** tab on the Windows Media® Player of your computer. Select a Playlist or a Library on the left panel of the Windows Media® Player.
3. From the Content List, drag the media files that you want to sync to your device and drop them to the Sync List.



4. Click **Start Sync** to start synchronizing the selected files to your device.

Notes
- Use Windows Media® Player 11 or higher on your computer to synchronize media files to your device.
- Audio files copy faster if Windows Media® Player is configured to automatically set the quality level for audio files copied to your device. For more information, see the Windows Media® Player Help.

Creating playlists

Create a new playlist by saving the current Now Playing playlist and giving it a new name.

To save a new playlist

1. If you are not on the Library screen, tap **Menu > Library**.
2. Tap to select a category (for example, My Music or My Playlists).
3. Select a media file that you want, then tap **Menu > Queue Up**. This adds the file to the Now Playing list. Repeat this step until you have added all desired media files to the Now Playing list.

   Note You cannot select multiple files simultaneously.
4. After adding the media files, tap **Menu > Now Playing**.
5. On the Now Playing screen, tap **Menu > Save Playlist**.
6. Enter the playlist name, then tap **Done**.
7. To play back the playlist you created, tap My Playlists in the Library, select your playlist, then tap **Play**.

Troubleshooting

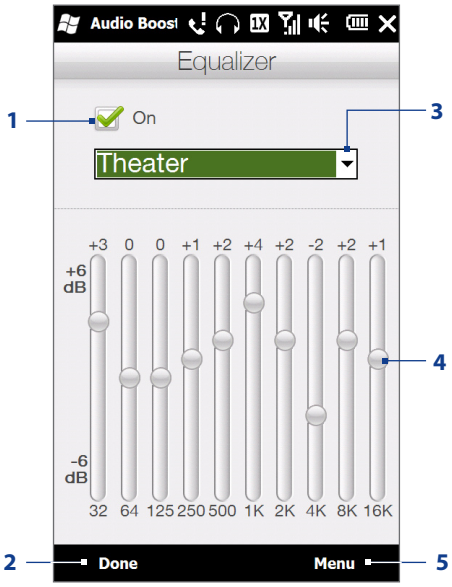
For troubleshooting information, visit http://www.microsoft.com/windowsmobile/en-us/help/more/windows-media-player.mspx

12.4 Using Audio Booster

Audio Booster optimizes sound by providing an audio equalizer for a better listening experience. To use Audio Booster, connect the supplied wired stereo headset to the 3.5mm audio jack on your device.

To open Audio Booster

Tap **Start > All Programs > Audio Booster**.



1	Enable or disable the equalizer.
2	Apply the modified settings.
3	Choose the equalizer preset to use.
4	Drag the sliders to adjust the frequency.
5	Exit Audio Booster without applying the modified settings, or save or delete preset equalizer settings.

To create a custom equalizer preset

1. Adjust the frequency bands to your desired values by dragging the equalizer controls.
2. When finished, tap **Menu > Save as Preset**.
3. Enter a preset name and then tap **Done**. The equalizer preset is added to the preset list box.

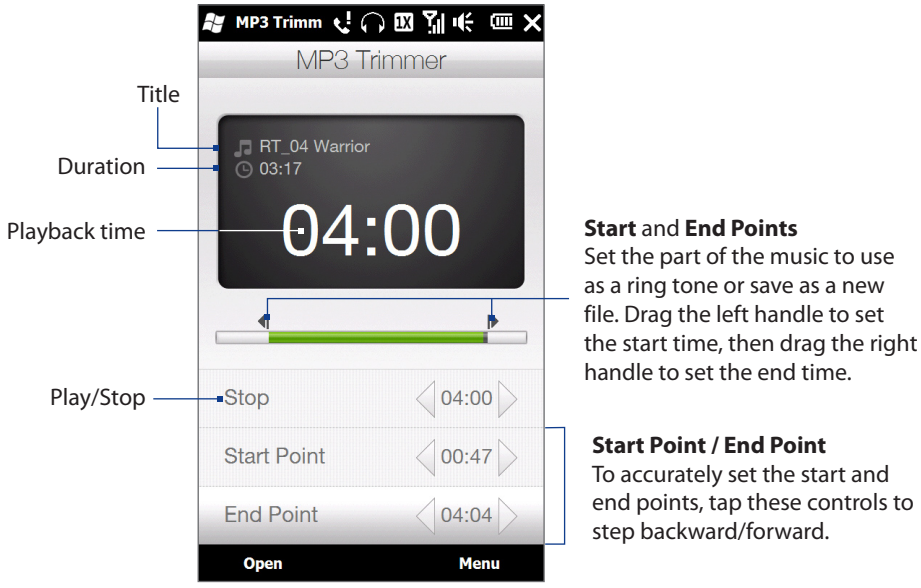
Note To delete a custom equalizer preset, select it on the preset list box and then tap **Menu > Delete Preset**. You cannot delete pre-installed equalizer presets.

12.5 Using MP3 Trimmer

Use **MP3 Trimmer** to trim an MP3 file and save it as a new file or set it as a ring tone.

To open MP3 Trimmer

Tap **Start** > **All Programs** > **MP3 Trimmer**.


MP3 Trimm
MP3 Trimmer
Title
Duration
Playback time
RT_04 Warrior
03:17
04:00
Play/Stop
Stop
04:00
Start Point
00:47
End Point
04:04
Open
Menu
Start and End Points
Set the part of the music to use as a ring tone or save as a new file. Drag the left handle to set the start time, then drag the right handle to set the end time.
Start Point / End Point
To accurately set the start and end points, tap these controls to step backward/forward.

To trim an MP3 file

1. Tap **Open** to locate and select the MP3 file you want to trim.
2. On the MP3 Trimmer screen, use the stylus to adjust the **Start Point** and **End Point**.

   Note After you set the **Start Point**, the MP3 file plays from the start point. After you set the **End Point**, the MP3 file plays from 5 seconds before the end point.
3. Tap **Play** to play the trimmed file.
4. Tap **Menu** and select to whether set the file as the default ring tone, save the file to the ring tone folder, or save it as another file name.

Chapter 13
Programs

13.1 Contacts

Contacts is your address book for people and businesses you communicate with. You can add Outlook contacts from your device or synchronized with your PC or the Exchange Server.

To open the Contacts screen, tap **Start > All Programs > Contacts**.

Adding new contacts

To add a contact on your device

1. On the Contacts screen, tap **New**, select **Outlook Contact**, and enter the contact information.
2. To add a photo of the contact, tap **Select a picture**, and then select the picture file or tap **Camera** to take a photo of the contact.
3. In the **File as** field, choose how you want the contact name to appear in the contact list.
4. To assign a ring tone to the contact, tap the **Ring tone** field, scroll through the list of tones, then select a desired tone.
5. When finished, tap **OK**.

Tip To edit contact information, tap the contact name and then tap **Menu > Edit**.

To add a contact to your SIM card (GSM-mode only)

1. Tap **Start > All Programs > Contacts**.
2. On the Contacts screen, tap **New**, then select **SIM Contact**.
3. Enter a contact name and phone number, and then tap **OK**.

Note See Chapter 2 and 4 for more information on adding contacts to your phone.

Organizing and searching contacts

To group similar contacts

For easier contact management, you can group contacts by assigning them into categories.

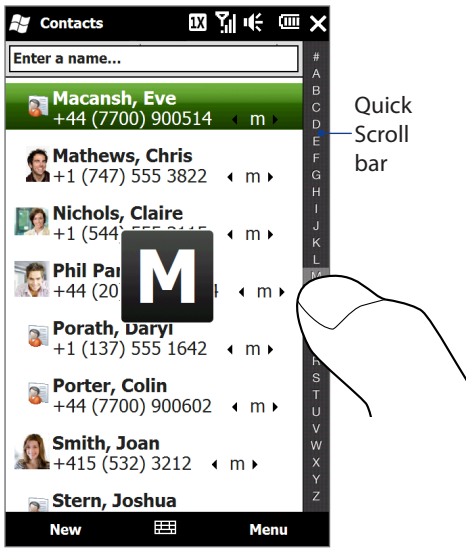
1. Create a new Outlook contact or edit an existing Outlook contact.
2. Tap **Categories**.
3. Select a preset category such as Business or Personal, or tap **New** to create your own category.
4. When finished, tap **OK**.

To find a contact on your device

There are several ways to find a contact when your contact list is long:

- Begin entering a contact name in the provided text box until the contact you want is displayed.
- Filter the list by categories. In the contact list, tap **Menu > Filter**, then tap a category you've assigned to a contact. To show all contacts again, select **Menu > Filter > All Contacts**.
- On the Quick Scroll bar on the right of the Contacts screen, scroll to or tap a letter to go directly to the part of the contacts list where contact names start with that letter.

  Note You can disable the Quick Scroll bar by tapping **Menu > Options** and selecting the **Show alphabetical index** check box. This shows the alphabetical index at the top of the Contacts list.



Sharing contact information

You can quickly send contact information to another mobile phone or device through Bluetooth.

To send contact information via Bluetooth

1. Tap and hold a contact on the Contacts screen.
2. Tap **Send via Bluetooth**, then select the device where to send the contact.

Note Before sending, make sure Bluetooth is turned on and set to visible mode on your device and the target mobile device. You can also send contact information to your computer. See Chapter 10 for details.

To send contact information via text messaging

1. Tap and hold a contact on the Contacts screen.
2. Tap **Send Contact > SMS/MMS**.
3. Select the contact information you want to send, and then tap **Done**.
4. In the new text message, enter the mobile phone number of the recipient, and then tap **Send**.

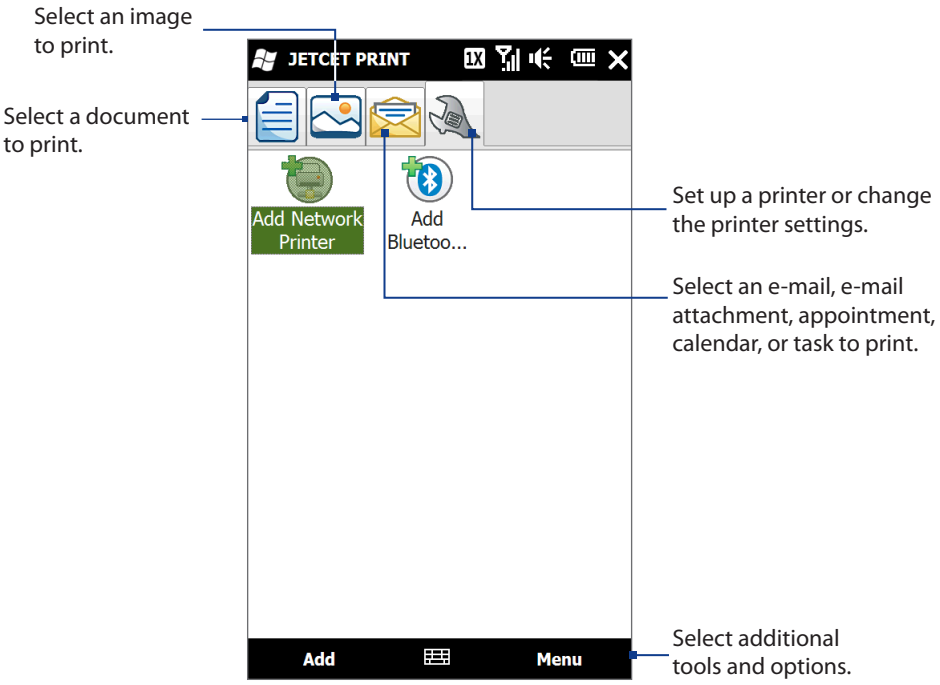
13.2 JETCET PRINT

JETCET™ PRINT lets you print image files or documents from your device straight to a Bluetooth or network printer. You can also print e-mail messages, e-mail attachments, appointments, contacts, and tasks.

Tip For more information about JETCET PRINT, consult the JETCET PRINT help on your device. Tap **Menu > Help > Contents** on the JETCET PRINT screen.

To open JETCET PRINT

Tap **Start > All Programs > JETCET PRINT 5**.


Select an image to print.
Select a document to print.
JETCET PRINT
Add Network Printer
Add Bluetoo...
Set up a printer or change the printer settings.
Select an e-mail, e-mail attachment, appointment, calendar, or task to print.
Add
Menu
Select additional tools and options.

To set up a printer

You must configure your device to connect to a printer before you can start printing.

1. Tap **Start > All Programs > JETCET PRINT 5**.
2. If you are not in the **Settings** tab, tap the settings button ( ), and do either of the following:
   - Tap **Add Network Printer** to set up and connect to a shared network printer.
     Note The device will wait continuously if you have entered an incorrect IP address while setting up a network printer.
   - Tap **Add Bluetooth Printer** to set up and connect to a Bluetooth printer.

Note To learn how to set up a printer, refer to the JETCET PRINT help on your device.

To print a file

1. Tap **Start > All Programs > JETCET PRINT 5**.
2. Locate and select the type of file that you want to print (document, image, or e-mail/PIM) by tapping the corresponding tabs on the left side of the screen.
3. Tap and hold the file that you want to print, and then tap **Print** on the menu.
4. Select a printer in the **Choose a Printer** list box, select the paper size, and then tap **Next**.
5. Choose the page layout in the list, and then tap **Next** to print the file.

Tip You can also print document and image files from File Explorer. To print, use File Explorer to locate the file you want to print. Tap and hold the file, and then tap **Print with JETCET 5** on the pop up menu.

13.3 JETCET Presentation

If you are away from your office and urgently need to make a presentation, you can use JETCET Presentation to create a PowerPoint file and present it from your device.

JETCET Presentation also allows you to open and display presentations that were created in Microsoft PowerPoint 97, PowerPoint 2000, PowerPoint 2002 (XP), or PowerPoint 2003.

Opening JETCET Presentation

Tap **Start > All Programs > JETCET Presenter 5**.

Creating a new presentation

When you open JETCET Presentation, the main screen displays a folder tree. Tap **Menu > Cancel** first and then tap **Menu > File > New** to create a new presentation. You can then enter text, insert graphics, and add more slides.

To add text to a slide

1. Tap **Edit > Shape > Insert**, tap , and then tap **OK**.
2. Drag your finger or stylus to draw a text box on the slide.
3. While the text box is selected, set the font type, size and style first and then start entering your text using the hardware keyboard or on-screen keyboard.
4. While the text box is selected, tap **Menu > Paragraph** and then set the paragraph alignment, indentation, and line spacing.

   Tip To format the text with automated bullets or numbering, tap **Menu > Paragraph > Bullets**.
5. To modify the properties of the text box, select the text box and then tap **Edit > Shape > Modify**. You can change the fill color, add or remove the border, and more. To wrap text inside the text box, tap the **Text Box** tab and then select the **Word wrap text in AutoShape** check box.

To edit text

1. Select the text box that contains the text you want to edit.
2. Tap **Edit > Text > Modify** and then change your text. Tap within the text region to place the cursor exactly where you want to start editing.

To insert an object shape or picture

1. Tap **Edit > Shape > Insert** or **Edit > Shape > Picture.**
2. Tap an object or picture, for example, an arrow, from the **Autoshape Objects**.
3. Drag on the slide to draw the select shape or insert the selected picture.

To add and edit slides

1. Tap **Edit > Slide > New** to add a new slide.
2. To change the background color of a slide, tap **Edit > Slide > Background**.
3. In **Background fill**, tap **Fill Effects** to apply a gradient or tap **More Colors** to choose a solid color.
4. Tap **Apply** to change the background color of the current slide, or tap **Apply to All** to change all slides.
5. To apply a transition effect to the slides, tap **Edit > Slide > Transition.**
6. In **Effect**, select the type of transition effect to use and then select a speed.
7. Choose whether to advance slides on mouse click or automatically. If you select to auto-display slides, set the time delay.
8. To make the changes to the current slide only, tap **Apply**. For the changes to affect all slides in the presentation, tap **Apply to All**.

To save the presentation

If this is your first time to save your presentation, tap **Menu** > **File** > **Save As** and then enter a new file name.

To save changes made to your presentation, tap **Menu** > **File** > **Save**.

Displaying the presentation

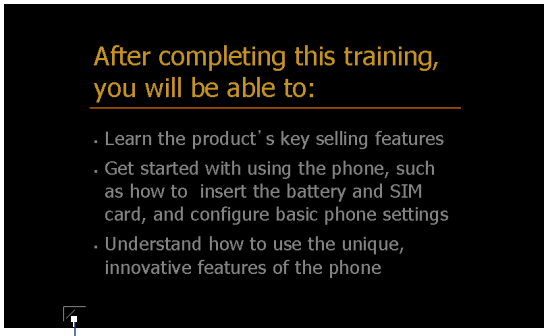
You can connect your device to a large-screen display such as a television and show your presentation to an audience as a full-screen slideshow. For more information about connecting your device to a large-screen display, see "Connecting to an External Display" in Chapter 14.

To display the presentation as a slideshow

1. Tap the PowerPoint file in the folder tree to open the file, or tap **File** > **Open** and then tap the PowerPoint file.
2. Tap **Menu** > **Show** > **Set Up Show**. Select whether to advance slides **Manually** or **Using timings, if present**, and then tap **OK**.
3. Tap **Menu** > **Show** > **View Show**. The presentation is then displayed in landscape and in full screen.
4. Slide open the hardware keyboard. If you have set up the slideshow to advance manually, press the right arrow key to advance one slide forward and the left arrow key to go back one slide.

   Another way to advance one slide forward is to tap the screen.

   You can also tap the arrow watermark at the lower-left corner of the screen to open a selection menu, then tap **Next** or **Previous** to move between slides.


After completing this training, you will be able to:
• Learn the product's key selling features
• Get started with using the phone, such as how to insert the battery and SIM card, and configure basic phone settings
• Understand how to use the unique, innovative features of the phone

Arrow watermark

To exit the slideshow

Tap the arrow watermark, tap the down arrow to scroll down the selection menu, and then tap **End Show**.

For more information about using JETCET Presentation, tap on the toolbar of JETCET Presentation to view the program help.

13.4 Microsoft Office Mobile

Microsoft® Office Mobile consists of the following applications:

- **Microsoft® Office Excel® Mobile** lets you create and edit Excel workbooks and templates on your device.
- **Microsoft® Office OneNote® Mobile** lets you create notes with text, photos, and voice recordings for synchronization later with Microsoft® Office OneNote® 2007 on your computer.
- **Microsoft® Office PowerPoint® Mobile** allows you to view (not create) slide show presentations in ***.ppt** and ***.pps** formats.
- **Microsoft® Office Word Mobile** lets you create and edit documents and templates in Word Mobile and save them as ***.doc**, ***.rtf**, ***.txt**, and ***.dot** files.

To use Microsoft Office Mobile

Tap **Start > All Programs**, and then tap the Office Mobile application that you want to use.

Word Mobile and Excel Mobile do not fully support some features of Microsoft® Office Word and Microsoft® Office Excel®. To find out which features are not supported, tap **Start > All Programs > Help** and then search for "unsupported" in the Help.

Tips

- By default, Word Mobile saves documents in **.docx** format, while Excel Mobile saves workbooks in **.xlsx** format. If you want to open these types of files on a computer that uses Microsoft Office 2000, Office XP, or Office 2003, you need to download and install the **File Format Converter** in your computer. Download the File Format Converter at http://www.microsoft.com/downloads/.
- If you want Word Mobile to save documents in **.doc** format, tap **Menu > Tools > Options** (or **Menu > Options** when no document is opened), then change the **Default template** to **Word 97-2003 Document (.doc)**.
- If you want Excel Mobile to save workbooks in a format that is compatible with Microsoft Office 2000, Office XP, or Office 2003, tap **Menu > Options** (with no workbook opened), then change the **Template for new workbook** to **Blank 97-2003 Workbook**.

13.5 WorldCard Mobile

WorldCard Mobile lets you take a photo of a business card and easily export the contact information on the card into your Contacts.

To capture a business card and export its information to Contacts

1. Tap **Start > All Programs > WorldCard Mobile**.
2. Tap on the WorldCard Mobile screen to open the Camera program.
3. Tap the Virtual Camera button ( ) to take a photo of the business card, then tap the Back button ( ) on the Review screen. Refer to Chapter 12 for details on how to use the camera.

   Tip Make sure that the business card is displayed completely on the Camera screen before you take the photo, and that lighting is adequate.
4. On the WorldCard Mobile screen, tap **Recognize**.

   Tips
   - If you want to retake the shot, tap **Re-Capture**.
   - For better recognition, choose the language and region based on the language used in the business card.
5. The screen shows various contact information from the business card. Edit the contact information, if needed. Clear the check boxes of items that you do not want to be exported.
6. Tap **Export**, then go to your Contacts list to view the exported contact.

For more information about using WorldCard Mobile, tap on the WorldCard Mobile screen to view the program help.

13.6 Voice Command

Voice Command lets you make phone calls, open programs, play back music, get calendar information, and more, just by using your voice. It only responds to a set of predefined commands and does not allow you to record your own commands.

This section gives a few examples on how to use Voice Command. For more information, see Voice Command Help. To access the Help, tap **Start > All Programs > Help > Help for Added Programs > Voice Command**.

To use Voice Command

1. Hold your device a few inches away from your mouth.
2. Press and hold the TALK/SEND button, then release when you see a Microphone icon on the title bar.
3. In a clear voice, say a command. For example, say "**Help**" to ask for information about using Voice Command.
4. Voice Command then asks you a question. Speak out your answer.

To place a call

You can call contacts, dial a phone number, redial, and place a return call.

1. Press and hold the TALK/SEND button, then release when you see a Microphone icon on the title bar.
2. In a clear voice, say one of the following commands:
   - "**Call** [contact name]" to call a device contact or SIM contact.
   - "**Redial**" to repeat the last call made.
   - "**Callback**" to return the last call received.
   - "**Call** [contact name] at [location]" to call a contact at a specific number. For example, say:
     - "**Call Ann at mobile**"
     - "**Call Ann at home**"
     - "**Call Ann at work**"
3. Voice Command will then confirm with you the contact or number to call. Say "**Yes**" or "**Correct**."
   Note If Voice Command is wrong about the contact or number to call, say "**No**" or "**Incorrect**" to try again.
4. Your device starts to call the contact or number.

To open a program

1. Press and hold the TALK/SEND button, then release when you see a Microphone icon on the title bar.
2. In a clear voice, say "**Start**", "**Open**", or "**Show**" then the program name.

To request information from your calendar

1. Press and hold the TALK/SEND button, then release when you see a Microphone icon on the title bar.
2. In a clear voice, ask for the information you want to retrieve. For example, say:
   "**What's my next appointment?**"
   "**What's my next meeting?**"
   "**What's my schedule tomorrow?**"

To request the date and time

1. Press and hold the TALK/SEND button, then release when you see a Microphone icon on the title bar.
2. In a clear voice, say "**What date is today?**"
3. Voice Command then tells you the current date.
4. Press and hold the TALK/SEND button again.
5. Say "**What time is it?**"
6. Voice Command then tells you the current time.

13.7 Windows Marketplace

On **Windows® Marketplace for Mobile**, it's easy to download new programs that fit your needs and make your phone truly personal. A wide range of free and premium programs is available, from games to powerful business applications. You can shop securely and download programs straight to your phone or via your PC.

To access Windows Marketplace on your phone

Tap **Start > Marketplace**.

13.8 Installing and Uninstalling Programs

Installing a program

You can install or uninstall additional programs. Your device does not allow you to uninstall most of the preinstalled programs.

Note Before you purchase additional programs, make sure that they are compatible with your device.

Before you launch the program installer, check first whether the installer can directly run on Windows Mobile or needs to be run on a computer.

To install a program directly on your device

1. If the installer is a .cab file, directly download or copy it to your device.
2. On your device, open File Explorer and navigate to the installer file.
3. Tap the file to launch the installer.
4. Choose whether to install the program into the main memory or your storage card, if you have the storage card inserted on your device.
5. Wait for the installation to complete.

Note You may be prompted to restart your device after installation is completed.

To install a program from your computer

1. If the installer is an .exe file such as Setup.exe, most likely, the installer needs to be run on a computer. Download or copy it to your computer.
2. Connect your device to your computer using the USB cable, and then double-click the installer file on your computer to launch the installer.
3. Follow the on-screen instructions on your computer and your device to complete the installation.

Uninstalling a program

1. Tap **Start** > **Settings**, and then tap **Menu > All Settings**.
2. Tap **System > Remove Programs**.
3. In the **Programs in storage memory** list, select the program you want to remove, and then tap **Remove**.

Chapter 14
Managing Your Device

14.1 Copying and Managing Files

Copy files between your device and computer, or copy files to a storage card installed on your device. You can also efficiently manage your files and folders using File Explorer.

To copy files using Windows Mobile Device Center or ActiveSync

1. Connect your device to the computer.
2. Click **File Management > Browse the contents of your device** in Windows Mobile Device Center on your computer, or click **Explore** in ActiveSync on your computer. This displays the content of your device in Windows Explorer on your computer.
3. To copy a file from your device to your computer:
   a. Browse the contents of your device, right-click the file you want to copy, and then click **Copy**.
   b. Right-click a folder on your computer, and then click **Paste**.
4. To copy a file from your computer to your device:
   a. Browse the folders on your computer, right-click the file you want to copy, and then click **Copy**.
   b. Right-click a folder on your device, and then click **Paste**.

To manage files on your device using File Explorer

File Explorer lets you browse and manage the contents of your device. The root folder on the device is named **My Device**, and contains the following folders: My Documents, Program Files, Windows, and more.

1. Tap **Start > All Applications > File Explorer**.
2. Tap a folder or file to open it.
3. To return to an upper level folder, tap **Up**.
4. To quickly delete, rename, or copy a file, tap and hold the file, and then choose the desired operation on the shortcut menu. To copy or delete multiple files, tap and drag over the desired files, tap and hold the selection, and then choose an option from the menu.

To copy files to a storage card

1. Make sure that the storage card is properly installed on your device.
2. Connect the device to your computer using the USB cable, select **Disk Drive** on the Connect to PC screen, and then tap **Done**.
3. On your computer, navigate to the removable disk drive, and then start copying files to the storage card.
4. When finished, disconnect the device from your computer.

14.2 Settings on your Device

To access your phone's settings, press the HOME button to return to the Home screen and then slide to the Settings tab. The tables below describe about the different settings that you will find on the Settings tab.

Tip On the Home screen's Settings tab, tap **Menu > All Settings** to access more settings.

Personalize

Setting	Description
Home tab wallpaper	Select a wallpaper for the Home tab.
Lock screen wallpaper	Select a wallpaper for the Lock screen.
Home screen tabs	Rearrange or hide Home screen tabs.
Font	Adjust the screen font size to improve readability in some applications.
Vibration	Choose whether to allow your phone to vibrate when you tap buttons on certain screens, such as tabs on the Home screen, Phone dialer's keypad, onscreen keyboard, and more.

Wireless controls

Easily manage and turn on or off connections, including the phone connection, GPRS/3G, Wi-Fi, Bluetooth, and more. (See "Using the Comm Manager" in this chapter for details.)

Sound & display

Setting	Description
Profiles	Choose a profile to automatically set your phone with the proper volume level that suits your environment.
Volume	Set a single volume for the ringer and your phone, or separately set their volume.
Ring and Notifications	Choose a ringtone and ring type, set different notification sounds for different events such as reminders, new messages, and more. You can also turn on or off the **Quiet ring on pickup** and **Pocket mode** features.
Display	Turn on the auto brightness feature, or manually set the screen brightness. You can also change the timeout period for dimming the backlight and turning off the display (switching the phone to Sleep mode) to conserve battery power.
G-Sensor	Recalibrate the G-Sensor of the phone. Do this when screen auto rotation is not working properly.

Data services

Setting	Description
ActiveSync	Set your phone to auto sync your Outlook work e-mail and other information as they arrive in your Exchange Server inbox (Direct Push feature), or set a sync schedule. You can also change the information types to sync and start synchronization manually.
Utilities	Set auto download settings for stocks and weather. You can also enable or disable the option for synchronizing your phone with Internet time.
Social Networks	Easily log in or out of your social network accounts such as Facebook, Twitter, and YouTube by simply tapping the Off/On switch of each account.
E-Mail	Set the sync schedule for the Internet e-mail accounts that you have set up on your phone.

Location

You can turn location service on or off. When turned on, your current location can be easily determined and used by certain applications on your phone. This provides you with accurate information, such as weather in your current location which is displayed on the Home screen.

Security

Setting	Description
Encryption	Encrypt files on your storage card. Encrypted files are only readable on your phone.
Certificates	See information about certificates that are installed on your phone.
Phone lock	Set a password for your phone.
Factory reset	Reset your phone to factory default settings.

Application

Setting	Description
Remove programs	Uninstall programs that you previously installed on your phone.
Managed programs	Displays the programs that were installed on your phone using System Center Mobile Device Manager.

SD card & phone storage

Check the storage space and usage information of your phone and storage card.

Date & time

Set local time settings and time format.

Locale & text

Setting	Description
Regional	Set the regional configuration to use, including the format for displaying numbers, currency, date, and time on your phone.
Text input	Turn on or off input features such as symbol lock, typing sound, and XT9 predictive settings. You can also view a basic tutorial on entering text with the onscreen keyboard.

Updates & feedback

Setting	Description
Customer feedback	Set your phone to automatically send information about how you use Windows Mobile. By default, this option is disabled.
Error reporting	Enable or disable the phone's error reporting function. When this function is enabled and a program error occurs, technical data about the state of the program and your computer is logged in a text file and delivered to Microsoft's technical support if you choose to send it.

Other

Setting	Description
Keyboard Sliding Sound	Select a sound to play when you open and close the hardware keyboard.
Hearing Aid Compliance	Turn on the Hearing Aid Compliance feature that reduces interference to hearing aids.
Voice Command	Enable or disable Voice Command, or select which applications are voice enabled.
TV Out	Set the video standard to use when outputting to an external display
Text Messaging	Set the text messaging layout to **Classic** or **Threaded**
Uploader	Display your uploading status and history.
USB to PC	Set the type of USB connection to your PC. Select the ActiveSync option for synchronizing data, Disk Drive mode for transferring files, or Internet Sharing to use your phone as a modem for your computer.

About phone

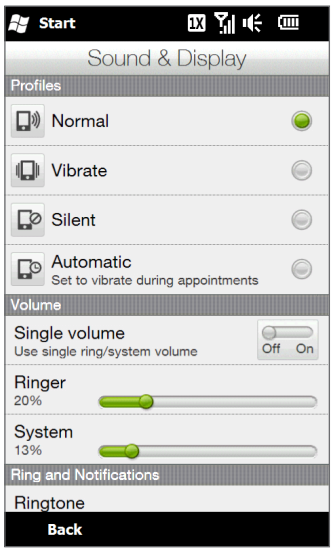
Setting	Description
Phone identity	Specify a name to be used for identifying the phone to other devices. You can also see basic information such as the model number, IMEI, and serial number of your phone.
Hardware information	Shows phone specifications such as processor type and speed, storage size, display resolution, and more.
Software information	Shows information such as the Windows Mobile version, ROM version, duration of calls, and more.
Battery	Check the remaining battery power. There is also an option that allows you to enable or disable charging your phone's battery when the phone is connected to your computer.
About	Shows copyright information.

14.3 Basic Settings

Choose settings for your phone that best suit your needs.

Changing sound and display settings

From the Sound & Display screen, you can choose sound settings for your phone, such as profile, ringtone, volume level, and different notification sounds. You can also adjust screen brightness.



To select a phone profile

A profile is a preset that determines how your phone will alert you when you have incoming calls. Each profile is preconfigured with a sound setting that suits your environment. For instance, **Silent** mutes the ringtone and is ideal for use when you're in a meeting. **Automatic** sets your phone to vibrate only when you receive phone calls during scheduled appointments in your Calendar.

On the Home screen, slide to the Settings tab, tap **Sound & Display**, and then select a profile that suits your current environment.

To change the ringtone and ring type

1. On the Home screen, slide to the Settings tab and then tap **Sound & Display**.
2. Scroll down to the Ring and Notifications settings.
3. Tap **Ringtone**. Select the ringtone you want to use and then tap **Done**.
4. Tap **Ring Type**. Select the ring type you want to use and then tap **Done**.

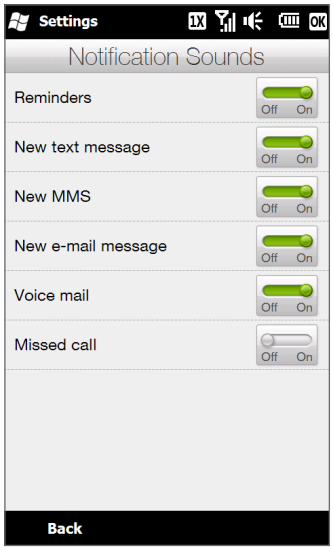
Tips

- You can use *.wav, *.mid, *.mp3, *.wma, or other types of sound files that you downloaded from the Internet or copied from your computer. For a complete list of supported audio file formats, see "Specifications" in the Appendix.
- To use your sound files as ringtones, copy them first to the /My Documents/My Ringtones folder on your phone, and then select the sound from the Ringtones list of your phone. For more information about copying files, see "Copying and Managing Files" in this chapter.

To set notification sounds

You can personalize your phone with unique notification sounds for different events such as missed calls, new text messages, new e-mail, reminders, and more. On the Home screen, slide to the Settings tab and then tap **Sound & Display** > **Notification sounds** to choose a different sound for each type of event.

On the Notification Sound screen, tap the left side of the screen that shows the types of events to choose the sound to use for each event. Tapping the **Off/On** switches on the right turns on or off the notification sounds.



To adjust screen brightness

By default, your phone automatically adjusts the screen brightness according to the ambient lighting. Turn off auto brightness if you want to be able to adjust the screen brightness.

1. On the Home screen, slide to the Settings tab and then tap **Sound & Display**.
2. Scroll down to the Display setting and then tap **Backlight**.
3. Clear the **Automatically adjust backlight** check box.
4. Adjust the brightness by dragging the slider under **On battery power** and **On external power**.
5. Tap **Done**.

To change backlight and automatic Sleep mode settings

Dimming the backlight and switching the phone to Sleep mode help save battery power. You can change the idle time before the backlight automatically dims. You can also change the idle time before the phone goes into Sleep mode.

1. On the Home screen, slide to the Settings tab and then tap **Sound & display**.
2. Scroll down to the **Display** setting and then tap **Backlight**.

3. Under the **On Battery Power** and **On External Power** group of settings, do the following:
   - Make sure the **Dim backlight if device is not used for** option is selected. Tap the box below this option to select a backlight timeout duration.
   - Make sure the **Turn off device if not used for** option is selected. Tap the box below this option to select a sleep mode timeout period.
4. Tap **Done**.

Tip If you do not want the backlight to dim, clear the **Dim backlight if device is not used** for check boxes. To turn off automatic Sleep mode, clear the **Turn off device if not used for** check boxes.

Specifying a phone name

Specify a name to use for identifying your phone to other devices, for instance, when synchronizing with a computer, connecting to a network, or restoring information from a backup.

Note If you sync multiple phones with the same computer, each phone must have a unique name.

1. On the Home screen, slide to the Settings tab and then tap **About phone > Phone identity**.
2. Enter a phone name and then tap **Done**.

Notes
- The phone name must begin with a letter, consist of letters from A to Z, numbers from 0 to 9, and cannot contain spaces. Use the underscore character to separate words.
- If you enroll your phone to your company's domain, the phone name will be changed to be the same as the one used to enroll your phone.

Changing settings of phone services

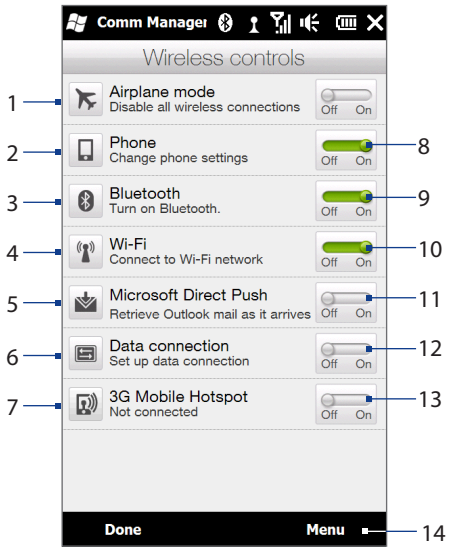
You can change the settings of various phone services for your phone. Phone services may include call forwarding, call waiting, voicemail, and more. Contact your mobile operator to find out about the availability of phone services for your phone.

1. On the Home screen, slide to the Settings tab and then tap **Wireless controls**.
2. On the Comm Manager screen, tap **Phone**.
3. Tap the **CDMA Services** or **GSM/UMTS Services** tab (when roaming on a GSM network).
4. Tap the service whose settings you want to change, and then choose your desired options.
5. When finished, tap **Done**.

14.4 Using Comm Manager

Comm Manager lets you easily turn on and off the communication features such as the phone connection, Bluetooth, Wi-Fi, and data connection.

On the Home screen, slide to the Settings tab and then tap **Wireless controls** to access Comm Manager.



1	Switch Airplane mode on or off. (See "Turning the Phone Connection On and Off" in Chapter 2.)
2	Access the phone settings and change the PIN codes, configure phone services, and more.
3	Connect a Bluetooth headset or other Bluetooth-enabled device. (See Chapter 10 for details.)
4	Connect to a wireless network. (See Chapter 9 for details.)
5	Open ActiveSync to change advanced sync settings that are not available on the Data Services screen (that's opened from the Home screen's Settings tab).
6	Open the Connections screen where you can configure the mobile data connection to use.
7	Set up your phone as a wireless router for your computer. (See "Using Your Phone as a Wireless Router" in Chapter 9 for details.)
8	Switch the phone connection on or off. (See "Turning the Phone Connection On and Off" in Chapter 2 for details.)
9	Switch Bluetooth on or off. (See Chapter 10 for details.)
10	Switch Wi-Fi on or off. (For more information about connecting to Wi-Fi networks, see "Wi-Fi" in Chapter 9.)
11	Switch between automatically receiving (as items arrive) or manually retrieving Outlook e-mail messages. (See "Working With Company E-mail Messages" in Chapter 8 for details.)
12	Connect or disconnect the active data connection.
13	Turn 3G Mobile Hotspot on or off. (See "Using Your Phone as a Wireless Router" in Chapter 9 for details.)
14	Tap **Menu** when you need to access and change the following settings: • **Connections** Set up one or more types of modem connection for your phone, such as phone dial-up and GPRS, so that your phone can connect to the Internet or a private local network. (See Chapter 9 for details.) • **Domain Enroll** Enroll your phone in your company's domain to let System Center Mobile Device Manager manage the phone. Ask your network administrator for more details. • **USB to PC** Set the type of USB connection to your PC. Select the ActiveSync option for synchronizing data, Disk Drive mode for transferring files, or Internet Sharing to use your phone as a modem for your computer.

14.6 Using Task Manager

Task Manager shows which programs and processes are currently running on your phone.

When you close a program by tapping the Close icon (✕) on the top-right corner of the screen, the program still runs in the background. Use Task Manager to switch between programs or stop running programs.

1. Tap **Start > All Programs > Task Manager**.
2. To switch to a running program, tap the program name and then tap **Menu > Switch To**.
3. To stop running a program, tap the program name and then tap **End Task**.
4. To stop running all programs, tap **Menu > End All Tasks**.
5. Tap **Menu > Exit** to close and stop running Task Manager.

14.7 Protecting Your Device

Protecting your device with a password

You can help keep your data more secure by requiring a password every time the device is turned on.

To set a password

1. On the Home screen, slide to the Settings tab and then tap **Security > Phone lock**.
2. Select the **Prompt if phone unused for** check box, and then specify the idle time before the phone requires a password. If you choose 0 Minutes, you will need to input the password every time you wake the phone up from Sleep mode. For more information, see "Switching to Sleep mode" in Chapter 1.
3. In the **Password type** box, select the type of password you would like to use.

   Tip If your phone is configured to connect to a network, use an alphanumeric password for increased security.
4. Enter the password in both the **Password** and **Confirm** boxes.
5. Tap **OK**.

If your phone is idle for the timeout period that you set, you will need to enter your password to unlock your phone. If you used a simple PIN password, the Lock screen will be displayed before you enter your password. For information, see "Lock Screen" in Chapter 1.

Notes
- To ensure that you can always make emergency calls, do not begin your password with the digits of your local emergency number.
- If you entered a hint, the hint will be displayed after the wrong password is entered five times.
- If you forget your password, you can hard reset or clear the phone's memory. For more information about hard resetting the phone and clearing the memory, see "Resetting Your Phone".

Encrypting files on your storage card

You can set your phone to encrypt files as they are saved on the storage card.

1. On the Home screen, slide to the Settings tab and then tap **Security > Encryption**.
2. Select **Encrypt files when placed on a storage card**.

Notes
- Encrypted files can only be read on the phone that encrypted them.
- Encrypted files are opened just like other files, provided you are using the phone that encrypted them. There is no separate step for you to take to read these files.

Important If Encrypt files when placed on a storage card is enabled, back up all files from the storage card before performing a factory reset (Clear Storage or hard reset) or updating the operating system. Otherwise, you will no longer be able to access the encrypted files on the storage card. Use ActiveSync or Windows Mobile Device Center to transfer files between your storage card and computer. After the procedure, copy your files back to the storage card.

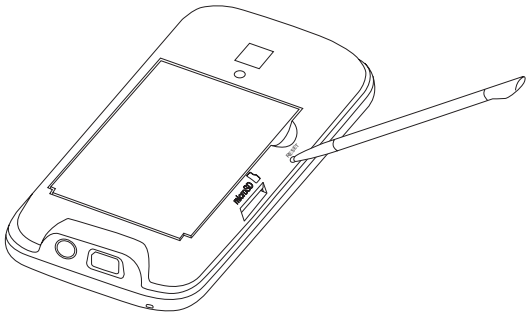
14.8 Resetting Your Device

Performing a soft reset

Perform a soft (normal) reset to clear all active program memory and shut down all active programs. This is useful when your device is running slower than normal, or a program is not performing properly. If a soft reset is performed when programs are running, unsaved work is lost.

To perform a soft reset

1. Pull out the stylus.
2. Remove the back cover. For instructions, see "To remove the back cover" in Chapter 1.
3. Use the stylus tip to press the RESET button located at the upper-left side of the open back panel.



   Your device restarts and displays the Home screen.
4. Replace the back cover and insert the stylus back into its compartment.

Performing a hard reset

If a normal reset does not solve a system problem, you can perform a hard (full) reset. After a hard reset, the device is restored to its default settings—the way it was when you first purchased it and turned it on. You will lose any programs you installed, data you entered, and settings you customized on your device, and only Windows Mobile® software and other pre-installed programs will remain.

Warning! Your device will be set back to factory default settings. Make sure that any additional installed programs and/or user data have been backed up before you perform a hard reset.

Important If **Encrypt files when placed on a storage card** is enabled, backup all files from the storage card **before** using Clear Storage, hard reset, or updating the operating system. Otherwise you will no longer be able to access the encrypted files on the storage card. Use ActiveSync or Windows Mobile Device Center to transfer files between your storage card and computer. After the procedure, copy your files back to the storage card.

To perform a hard reset

1. With the device turned off, press and hold the VOLUME DOWN, TALK/SEND, and END/POWER buttons until you see this message on the screen.

```
Wiping user data/settings &
any user installed
applications...

1. Press VolUP to restore
   manufacturer default.
2. Press VolDown to restore
   custom configuration.
3. Press other keys to
   cancel.
```

2. Release the buttons.
3. Press the VOLUME UP button to restore the operating system to the factory default configuration, press the VOLUME DOWN button to restore the factory default configuration and remove any operator customization, or press any other button to cancel the reset.

Using Clear Storage

If you can access the device settings, you can use Clear Storage to reset your device back to factory default settings.

1. On the Home screen, slide to the Settings tab and then tap **Security > Factory reset**.
2. On the drop-down list, select:
   - **Factory Default** to restore the device's operating system to factory default configuration.
   - **Custom Configuration** to restore the device to factory default configuration and remove any operator customization.
3. Enter "**1234**" on the box, tap **OK** and then tap **Yes** to confirm.

14.9 Connecting to an External Display

Your device has a TV output which can be connected to an external display, such as a TV monitor, that has an RCA cable socket. This allows you to output the device screen and audio to a big-screen display.

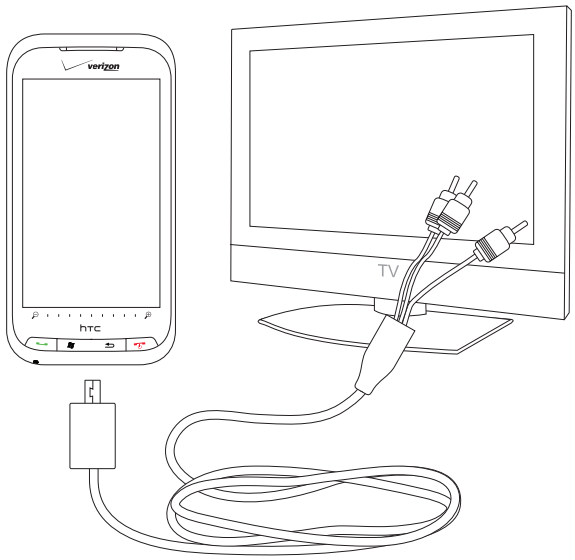
Note You need an HTC TV Out cable to be able to connect your device to an external display. The HTC TV Out cable is sold separately.

To connect the device to an external display

1. Turn off the external display.
2. Connect the ends (red, white, and yellow RCA plugs) of the HTC TV Out cable to the external display's RCA sockets.
3. Connect the mini-USB end of the HTC TV Out cable to the sync connector at the bottom of the device. The TV Out screen opens.
4. Choose the video standard to use when outputting the video and then tap **Done**.

   For example, if your video is in the NTSC standard and you select PAL-M, TV Out will automatically convert your video to PAL-M before it outputs to the external display.

   Note If you need to change the video standard option in the future, tap **Start > Settings > Other > TV Out**.



5. Tap the type of media you want to output.
6. Turn on the external display and then switch it to the input signal that you connected the HTC TV Out cable to (for example, Video 1).

The screen orientation is always in landscape mode while your device is connected to the external display.

Appendix

A.1 Specifications

Processor	Qualcomm® MSM7600A™, 528 MHz
Operating System	Windows Mobile® 6.5 Professional
Memory	ROM: 512 MB RAM: 288 MB
Dimensions (LxWxT)	116 X 59.2 X 17.25 mm (4.57 X 2.33 X 0.68 inches)
Weight	180 grams (6.35 ounces) with battery
Display	• 3.6-inch TFT-LCD touch-sensitive screen with 480 x 800 WVGA resolution • Adjustable tilt screen
Network	**CDMA network:** • Dual-band 800/1900 MHz • CDMA2000 1xRTT/1xEVDO/1xEVDO rev. A and IS-95A/B voice or data with up to 1.8 Mbps up-link and 3.1 Mbps down-link speeds **GSM network:** • 2100 MHz HSPA/WCDMA with up to 2 Mbps up-link and 7.2 Mbps down-link speeds • Quad-band 850/900/1800/1900 MHz GPRS/EDGE (Band frequency, HSPA availability, and data speed are operator dependent.)
Device Control	Zoom bar
Keyboard	Slide-out 5-row QWERTY keyboard
GPS	Internal GPS antenna
Connectivity	• Bluetooth® 2.1 with Enhanced Data Rate and A2DP for wireless stereo headsets • Wi-Fi® (IEEE 802.11b/g) • HTC ExtUSB™ (11-pin mini-USB 2.0, audio jack, and TV Out* in one)
Camera	3.2 megapixel color camera with auto focus
Audio supported formats	AAC, AAC+, eAAC+, AMR-NB, AMR-WB, QCP, MP3, WMA, WAV, MIDI, M4A
Video supported formats	WMV, ASF, MP4, 3GP, 3G2, M4V, AVI
Battery	• Rechargeable Lithium-ion battery • Capacity: 1500 mAh **Talk time:** • Up to 318 minutes for CDMA • Up to 368 minutes for WCDMA • Up to 572 minutes for GSM **Standby time:** • Up to 324 minutes for CDMA • Up to 620 hours for WCDMA • Up to 475 hours for GSM (The above are subject to network and phone usage.)
Expansion Slot	microSD™ memory card (SD 2.0 compatible)
AC Adapter	Voltage range/frequency: 100 - 240V AC, 50/60 Hz DC output: 5V and 1A
Special Features	• G-Sensor • Straight Talk™ • Noise-cancelling dual microphones and speakers
Operating Temperature Range	• 32°F to 104°F (0°C to 40°C)

* HTC TV Out cable needed.

Note Specifications are subject to change without prior notice.

A.2 Regulatory Notices

Regulatory Agency Identifications

For regulatory identification purposes, your product is assigned a model number of **RHOD500**.

To ensure continued reliable and safe operation of your device, use only the accessories listed below with your **RHOD500**.

The Battery Pack has been assigned a model number of **RHOD160**.

Note This product is intended for use with a certified Class 2 Limited Power Source, rated 5 Volts DC, maximum 1 Amp power supply unit.

Federal Communication Commission Interference Statement

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio or television technician for help.

FCC Caution: Any changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

IMPORTANT NOTE

Radiation Exposure Statement:

This equipment complies with FCC radiation exposure limits set forth for an uncontrolled environment. End users must follow the specific operating instructions for satisfying RF exposure compliance. To maintain compliance with FCC RF exposure compliance requirements, please follow operation instruction as documented in this manual.

This transmitter must not be co-located or operating in conjunction with any other antenna or transmitter, except the transmitters built-in with the device.

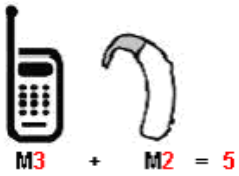
FCC Hearing-Aid Compatibility (HAC) Regulations for Wireless Devices

On July 10, 2003, the U.S. Federal Communications Commission (FCC) Report and Order in WT Docket 01-309 modified the exception of wireless phones under the Hearing Aid Compatibility Act of 1988 (HAC Act) to require digital wireless phones be compatible with hearing-aids. The intent of the HAC Act is to ensure reasonable access to telecommunications services for persons with hearing disabilities. While some wireless phones are used near some hearing devices (hearing aids and cochlear implants), users may detect a buzzing, humming, or whining noise. Some hearing devices are more immune than others to this interference noise, and phones also vary in the amount of interference they generate. The wireless telephone industry has developed a rating system for wireless phones, to assist hearing device users find phones that may be compatible with their hearing devices. Not all phones have been rated. Phones that are rated have the rating on their box or a label located on the box. The ratings are not guarantees. Results will vary depending on the user's hearing device and hearing loss. If your hearing device happens to be vulnerable to interference, you may not be able to use a rated phone successfully. Trying out the phone with your hearing device is the best way to evaluate it for your personal needs.

M-Ratings: Phones rated M3 or M4 meet FCC requirements and are likely to generate less interference to hearing devices than phones that are not rated. M4 is the better/higher of the two ratings.

T-Ratings: Phones rated T3 or T4 meet FCC requirements and are likely to be more usable with a hearing aid's telecoil than phones that are not rated. T4 is the better/higher of the two ratings.

RHOD500 complies with the FCC's requirements for hearing aid compatibility when using the CDMA air interface. The M rating in this mode is M4 and the T rating in this mode is T3.



Your hearing device manufacturer or hearing health professional may help you find this rating. Higher ratings mean that the hearing device is relatively immune to interference noise. The hearing aid and wireless phone rating values are then added together. A sum of 5 is considered acceptable for normal use. A sum of 6 is considered for better use. A sum of 8 is considered for best use.
In the above example, if a hearing aid meets the M2 level rating and the wireless phone meets the M3 level rating, the sum of the two values equal M5. This should provide the hearing aid user with "normal usage" while using their hearing aid with the particular wireless phone. "Normal usage" in this context is defined as a signal quality that is acceptable for normal operation.

This methodology applies equally for T ratings. The M mark is intended to be synonymous with the U mark. The T mark is intended to be synonymous with the UT mark. The M and T marks are recommended by the Alliance for Telecommunications Industries Solutions (ATIS). The U and UT marks are referenced in Section 20.19 of the FCC Rules. The HAC rating and measurement procedure are described in the American National Standards Institute (ANSI) C63.19 standard.

For information about hearing aids and digital wireless phones

FCC Hearing Aid Compatibility and Volume Control:

http://www.fcc.gov/cgb/dro/hearing.html

Gallaudet University, RERC:

https://fjallfoss.fcc.gov/oetcf/eas/reports/GenericSearch.cfm

RHOD500 has not been shown to comply with any hearing aid compatibility requirements when using the GSM air interface and is not configured to use the GSM air interface in the United States. Hearing aid or cochlear implant users should note this fact and consult the service provider about return and exchange policies should such operation prove to be unacceptable.

SAR Information

Head: 0.681 W/kg @10g (CE), 1.410 W/kg @1g (FCC)

Body: 0.430 W/kg @10g (CE), 0.589 W/kg @1g (FCC)

THIS MODEL DEVICE MEETS THE GOVERNMENT'S REQUIREMENTS FOR EXPOSURE TO RADIO WAVES. For body worn operation, this phone has been tested and meets the FCC RF exposure guidelines when used with the HTC Corporation. accessories supplied or designated for this product. Use of other accessories may not ensure compliance with the FCC RF exposure guidelines.

Your wireless mobile phone is a radio transmitter and receiver. It is designed and manufactured not to exceed the emission limits for exposure to radio frequency (RF) energy set by the Federal Communications Commission of the U.S. Government. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on the safety standards previously set by both U.S. and international standards bodies:

- American National Standards Institute (ANSI) IEEE. C95.1-1992.
- National Council on Radiation Protection and Measurement (NCRP). Report 86. 1986.
- International Commission on Non-Ionizing Radiation Protection (ICNIRP) 1996.
- Ministry of Health (Canada), Safety Code 6. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health.

The exposure standard for wireless mobile phone employs a unit of measurement known as the Specific Absorption Rate, or SAR. The SAR limit set by the FCC is 1.6 W/kg*.

The FCC has granted an Equipment Authorization for this model device with all reported SAR levels evaluated as in compliance with the FCC RF exposure guidelines. SAR information on this model device is on file with the FCC and can be found under the Display Grant section of https://fjallfoss.fcc.gov/oetcf/eas/reports/GenericSearch.cfm after searching on FCC ID: NM8RHOD500. Additional information on Specific Absorption Rates (SAR) can be found on the Cellular Telecommunications & Internet Association (CTIA) Web-site as http://www.phonefacts.net.

* In the U.S. and Canada, the SAR limit for mobile phone used by the public is 1.6 Watts/kg (W/kg) averaged over one gram of tissue. The standard incorporates a substantial margin of safety to give additional protection for the public and to account for any variations in usage.

Normal condition only to ensure the radiative performance and safety of the interference. As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

Body-worn Operation

This device was tested for typical body-worn operations. To comply with RF exposure requirements, a minimum separation distance of 1.5 cm must be maintained between the user's body and the handset, including the antenna. Third-party belt-clips, holsters, and similar accessories used by this device should not contain any metallic components. Body-worn accessories that do not meet these requirements may not comply with RF exposure requirements and should be avoided.

Use only the supplied or an approved antenna. Unauthorized antennas, modifications, or attachments could impair call quality, damage the phone, or result in violation of regulations. Do not use the phone with a damaged antenna. If a damaged antenna comes into contact with the skin, a minor burn may result. Please contact your local dealer for replacement antenna.

Telecommunications & Internet Association (TIA) Safety Information

Pacemakers

The Health Industry Manufacturers Association recommends that a minimum separation of six inches be maintained between a handheld wireless phone and a pacemaker to avoid potential interference with the pacemaker. These recommendations are consistent with the independent research by and recommendations of Wireless Technology Research. Persons with pacemakers:

- Should ALWAYS keep the phone more than six inches from their pacemaker when the phone is turned ON.
- Should not carry the phone in a breast pocket.
- Should use the ear opposite the pacemaker to minimize the potential for interference. If you have any reason to suspect that interference is taking place, turn the phone OFF immediately.

Hearing Aids

Some digital wireless phones may interfere with some hearing aids. In the event of such interference, you may want to consult your service provider, or call the customer service line to discuss alternatives.

Other Medical Devices

If you use any other personal medical device, consult the manufacturer of your device to determine if they are adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

Turn the phone OFF in health care facilities when any regulations posted in these areas instruct you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

WEEE Notice

The Directive on Waste Electrical and Electronic Equipment (WEEE), which entered into force as European law on 13th February 2003, resulted in a major change in the treatment of electrical equipment at end-of-life.

The purpose of this Directive is, as a first priority, the prevention of WEEE, and in addition, to promote the reuse, recycling and other forms of recovery of such wastes so as to reduce disposal.

The WEEE logo (shown at the left) on the product or on its box indicates that this product must not be disposed of or dumped with your other household waste. You are liable to dispose of all your electronic or electrical waste equipment by relocating over to the specified collection point for recycling of such hazardous waste. Isolated collection and proper recovery of your electronic and electrical waste equipment at the time of disposal will allow us to help conserving natural resources. Moreover, proper recycling of the electronic and electrical waste equipment will ensure safety of human health and environment. For more information about electronic and electrical waste equipment disposal, recovery, and collection points, please contact your local city center, household waste disposal service, shop from where you purchased the equipment, or manufacturer of the equipment.

RoHS Compliance

This product is in compliance with Directive 2002/95/EC of the European Parliament and of the Council of 27 January 2003, on the restriction of the use of certain hazardous substances in electrical and electronic equipment (RoHS) and its amendments.

A.3 Additional Safety Information

This section provides more safety information in addition to the information at the beginning of the user manual.

When Driving

Do Not Use The PC Functions Of Your Pocket PC While Driving Or Walking

Never use the personal computer functions of your device while driving an automobile or any other moving vehicle. Always pull out of traffic and come to a stop in a legally permissible and safe location before using your device. Failure to do so could result in serious bodily injury in a traffic accident.

When driving:

- Always secure your device in its leather pouch.
- Never place your device on the passenger seat or anyplace else in the car where it can become a projectile during a collision or stop.
- An air bag inflates with great force. DO NOT place objects, including either installed or portable wireless equipment, in the area over the air bag or in the air bag deployment area. If in-vehicle wireless equipment is improperly installed and the air bag inflates, serious injury could result.

Never store or transport flammable liquids, gases or explosive materials in the same compartment of your automobile as the device or any of its accessories, as possible sparking in the device could cause ignition or explosion.

Never use your device while walking. Usage while walking could result in bodily injury caused by inattention to automobile traffic or other pedestrian hazards.

Using The Phone Function Of Your Pocket PC While Driving Is Extremely Dangerous

Talking on or using your device while driving is extremely dangerous and is illegal in some states. Remember, safety comes first. Check the laws and regulations on the use of phones in the areas where you drive. Always obey them.

If you must use the phone function while driving, please:

- Give full attention to driving. Driving safely is your first responsibility.
- Use hands-free operation and/or one-touch, speed dialing, and auto answer modes.
- Pull off the road and park before making or answering a call.

WARNING! Failure to follow these instructions could lead to serious personal injury and possible property damage.

When Using Your Device Near Other Electronic Devices

Your wireless handheld portable device is a low power radio transmitter and receiver. When it is ON, it receives and also sends out radio frequency (RF) signals.

Most modern electronic equipment is shielded from RF energy. However, certain electronic equipment may not be shielded against the RF signals from your wireless device; therefore, use of your device must be restricted in certain situations.

In addition, the computer portion of your device produces low levels of RF energy due to the generation of digital timing pulses by its clock oscillator circuits. Your device has been equipped with internal shielding to minimize stray emissions of RF energy. However, use of the computer functions of your device must be restricted in certain situations.

PACEMAKERS

The Health Industry Manufacturers Association recommends that a minimum separation of six (6") inches be maintained between a handheld wireless phone and a pacemaker to avoid potential interference with the pacemaker. These recommendations are consistent with the independent research by and recommendations of Wireless Technology Research.

Never come closer than six (6) inches to a person with a heart pacemaker implant when using your device. Doing so could result in interference with the function of the pacemaker.

Persons with pacemakers:

- Should ALWAYS keep the phone more than six inches from their pacemaker when the phone is turned ON.
- Should not carry the phone in a breast pocket.
- Should use the ear opposite the pacemaker to minimize the potential for interference.

  Note This is not necessary if the device is not held to the ear.
- If you have any reason to suspect that interference is taking place, turn the phone OFF immediately.

HEARING AIDS

Some digital wireless phones may interfere with some hearing aids. In the event of such interference, you may want to consult your service provider, or call the customer service line to discuss alternatives.

For more regulatory information about hearing devices, see "FCC Hearing-Aid Compatibility (HAC) Regulations for Wireless Devices".

OTHER MEDICAL DEVICES

If you use any other personal medical device, consult the manufacturer of your device to determine if it is adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

HOSPITALS AND HEALTH CARE FACILITIES

Turn your device OFF in health care facilities when any regulations posted in these areas instruct you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

ELECTRONIC DEVICES IN VEHICLES

RF signals may affect improperly installed or inadequately shielded electronic systems in motor vehicles. Check with the manufacturer or its representative regarding your vehicle. You should also consult the manufacturer of any equipment that has been added to your vehicle.

POSTED FACILITIES

Turn your device OFF where posted notices so require.

Turn Off Your Device Before Flying

AIRCRAFT

FCC regulations prohibit using the transmitting and phone functions of your device while in the air. In addition, most airline regulations prohibit the on-board use of portable PCs (and all other portable electronic devices that could potentially emit stray RF energy), particularly during take-offs and landings, to prevent any possible interference with the reception of signals by airborne electronic navigational devices.

Turn your device OFF before boarding an aircraft. Always request and obtain prior consent and approval of an authorized airline representative before using your device aboard an aircraft. Always follow the instructions of the airline representative whenever using your device aboard an aircraft, to prevent any possible interference with airborne electronic equipment.

Turn Off Your Device in Dangerous Areas

BLASTING AREAS

To avoid interfering with blasting operations, turn your device OFF when in a "blasting area" or in areas posted "Turn off two-way radio". Obey all signs and instructions.

POTENTIALLY EXPLOSIVE ATMOSPHERES

Turn your device OFF when in any area with a potentially explosive atmosphere and obey all signs and instructions. Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death.

Areas with a potentially explosive atmosphere are often, but not always, clearly marked. They include fueling areas such as gas stations; below deck on boats; fuel or chemical transfer or storage facilities; vehicles using liquefied petroleum gas (such as propane or butane); areas where the air contains chemicals or articles, such as grain, dust, or metal powders; and any other area where you would normally be advised to turn off your vehicle's engine.

General Safety

Your pocket PC is a high quality piece of equipment. Before operating, read all instructions and cautionary markings on the product, battery and adapter/charger.

Failure to follow the directions below could result in serious bodily injury and/or property damage due to battery liquid leakage, fire or rupture.

DO NOT use or store this equipment in a place where it will be exposed to high temperatures, such as near an open flame or heat-emitting equipment.

DO NOT drop your device or subject it to severe shock. When not using, lay down the unit to avoid possible damage due to instability.

DO NOT expose this equipment to rain or spilled beverages.

DO NOT use unauthorized accessories.

DO NOT disassemble the device or its accessories. If service or repair is required, return unit to an authorized cellular service center. If the unit is disassembled, the risk of electric shock or fire may result.

Never allow metallic objects, such as staples and paper clips, to get into the inside of your device.

Never touch the liquid that might leak from a broken liquid crystal display. Contact with this liquid could cause a skin rash. If the crystal display liquid should come into contact with the skin or clothing, wash it immediately with clean water.

In the event that the device emits an unusual odor or sound or generates smoke, immediately disconnect the AC adapter from the power outlet, then detach the battery.

Antenna Safety

Use only the supplied or an approved replacement antenna. Unauthorized antennas, modifications, or attachments could impair call quality, damage your device, or result in violation of FCC regulations. Please contact your local dealer for replacement antenna.

Do not use the device with a damaged antenna. If a damaged antenna comes into contact with the skin, a minor burn may result. Please contact your local dealer for replacement antenna.

Battery Safety

Your device uses a removable and rechargeable lithium ion battery. Please contact customer service for assistance should you need a replacement battery.

DOs

- Only use the battery and charger approved by the manufacturer.
- Only use the battery for its original purpose.
- Try to keep batteries in a temperature between 41°F (5°C) and 95°F (35°C).
- If the battery is stored in temperatures above or below the recommended range, give it time to warm up or cool down before using.
- Completely drain the battery before recharging. It may take one to four days to completely drain.
- Store the discharged battery in a cool, dark, and dry place.
- Purchase a new battery when its operating time gradually decreases after fully charging.
- Properly dispose of the battery according to local regulations.

DON'Ts

- Don't attempt to disassemble the battery – it is a sealed unit with no serviceable parts.
- Don't expose the battery terminals to any other metal object (e.g., by carrying it in your pocket or purse with other metallic objects such as coins, clips and pens). This can short circuit and critically damage the battery.
- Don't leave the battery in hot or cold temps. Otherwise, it could significantly reduce the capacity and lifetime of the battery.
- Don't dispose of the battery into a fire.

Lithium ion batteries are recyclable. When you replace the removable battery, please request the repair center to recycle the battery in accordance with RBRC standards. When disposing of the battery by yourself, please call RBRC at (800) 822-8837 for proper disposal tips.

Never touch any fluid that might leak from the built-in battery. Such liquid when in contact with the eyes or skin, could cause injury to the skin or eyes. Should the liquid come into contact with the eyes, irrigate the eyes thoroughly with clean water and immediately seek medical attention. In the event the liquid comes into contact with the skin or clothing, wash it away immediately with clean water.

Adapter/Charger

Use the Correct External Power Source

A product should be operated only from the type of power source indicated on the electrical ratings label. If you are not sure of the type of power source required, consult your authorized service provider or local power company. For a product that operates from battery power or other sources, refer to the operating instructions that are included with the product.

The AC Adapter/Charger designed for this unit requires the use of a standard 120 V AC power source for device operation.

Never attempt to disassemble or repair an AC adapter/charger. Never use an AC adapter/charger if it has a damaged or worn power cord or plug. Always contact an authorized service center, if repair or replacement is required.

Never alter the AC cord or plug on an AC adapter/charger. If the plug will not fit into the available outlet, have a proper outlet installed by a qualified electrician.

Never allow any liquids or water to spill on an AC adapter/charger when it is connected to an AC power source.

Always use the authorized AC adapter/charger to avoid any risk of bodily injury or damage to your cellular phone or battery.

Never attempt to connect or disconnect the AC adapter/charger with wet hands. Always unplug the AC adapter/charger from the power source before attempting any cleaning. Always use a soft cloth dampened with water to clean the equipment, after it has been unplugged.

Handling the cord on this product or cords associated with accessories sold with this product, will expose you to lead, a chemical known to the State of California to cause birth defects or other reproductive harm. Wash hands after handling.

Always disconnect the travel charger or desktop charger from the power source when it is not in use.

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